



## ARM 10.3.7 Release Guide

Release Date: 5<sup>th</sup> May 2020

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# 1 Introducing Precise ARM 10.3.7

## Release date: 5<sup>th</sup> May 2020

Precise Advanced Requisition Management (ARM) automates and streamlines the requisitioning process, utilising a Web browser to integrate with and extend the Epicor Purchasing module. Multiple approval methods provide a flexible framework that can be configured to meet the requirements of any organisation. Via a separately licensed module, ARM also facilitates inventory transfers between Epicor locations/warehouses/sites and importing bulk data for Requisitions or Receiving via .csv files.

## Upgrade Eligibility

ARM 10.3.7 is compatible with Epicor 10 and 7.4 SP7.

### Users upgrading to ARM 10.3.7 should note the following:

If you are upgrading from ARM versions 10.0 SP6, ARM 10.1.0, ARM 10.1 SP1 – SP4, you must run the Upgrade Manager to migrate data so that it will be compatible with the enhanced Approvals Process that was introduced in ARM 10.1 SP6.

If you are upgrading from ARM 10.1 SP5 you do not need to run the Upgrade Manager to migrate your data as it will already be compatible with the enhanced Approvals Process (introduced in ARM 10.1 SP6).



Users upgrading to this version please perform a full synchronisation on the **GLAccountDefinition** and **GLAccount** jobs within Integration Manager.

## About this Document

This Release Guide describes the features and enhancements included in Precise ARM 9, ARM 9.0.1 ARM 9.0.2, ARM 9.1.x, ARM 10, ARM 10.0.x, ARM 10.1.x, ARM 10.2.x and ARM 10.3.x



**NOTE** The information in this document was accurate at the time of publication, 5th May 2020, but it may change without notice.

## Product Compatibility

Precise ARM has been deemed compatible with the Epicor versions listed below.

Epicor Product Version	SQL Server Version	Operating System Version	Browser Version	ARM Version Supported	
				Release	AP Invoice
Epicor 10.2.600.x	SQL Server 2016	Windows Server 2016	See Browser Guide at topic end.	10.3.7	✓
Epicor 10.2.500.x	SQL Server 2016	Windows Server 2016	See Browser Guide at topic end.	10.3.4 - 10.3.7	✓
Epicor 10.2.400.x	SQL Server 2016	Windows Server 2016	See Browser Guide at topic end.	10.3.2 - 10.3.7	✓
Epicor 10.2.300.x	SQL Server 2016	Windows Server 2016	See Browser Guide at topic end.	10.3.1 - 10.3.7	✓
Epicor 10.2.200.x	SQL Server 2016	Windows Server 2016	See Browser Guide at topic end.	10.3.0 - 10.3.7 10.2.0 - 10.2.4	✓ ✓
Epicor 10.1.600.x	SQL Server 2016	Windows Server 2016	See Browser Guide at topic end.	10.3.0 - 10.3.2 10.2.0 - 10.2.4 10.1 • SP8 - SP9 • SP7	✓ ✓ ✓ ✗
Epicor 10.1.500.x	SQL Server 2014	Windows Server 2012 R2 Standard	See Browser Guide at topic end.	10.2.0 - 10.2.4 10.1 • SP8 - SP9 • SP4 - SP7	✓ ✓ ✗
Epicor 10.1.400.x	SQL Server 2014	Windows Server 2012 R2 Standard	See Browser Guide at topic end.	10.3.0 - 10.3.2 10.2.0 - 10.2.4 10.1 • SP8 - SP9 • SP3 – SP7	✓ ✓ ✓ ✗
Epicor 10.1.300.x	SQL Server 2014	Windows Server 2012 R2 Standard	IE11 (11.0.9600.16521)	10.1 SP8 - SP9	✗



Epicor Product Version	SQL Server Version	Operating System Version	Browser Version	ARM Version Supported	
				Release	AP Invoice
Epicor 10.0.700.x	SQL Server 2014	Windows Server 2012 R2 Standard	IE11 (11.0.9600.16521)	10.2.0 - 10.2.4 10.1 • SP9 • SP8	✓ ✓ ✗
Epicor 10.0.700.x Epicor 10.0.600.x	SQL Server 2012	Windows Server 2012 R2 Standard	IE11 (11.0.9600.16521) (11.0.9600.16476)	10.1 SP8 - SP9	✗
E9.05.702 E9.05.701 E 9.0.5.700B E 9.0.5.607 E 9.0.5.604 - 604A E 9.05.602A	SQL Server 2012 SQL Server 2008 R2, SP1, Standard or Enterprise Editions	Windows Server 2012 R2 Standard Windows Server 2008 Standard SP1, or Enterprise Editions	IE10 (10.0.9200.16721) IE9 IE8 (8.0.6.001.18702) IE7 (7.0.5730.13)	10.1 SP8 - SP9	✗
E7.4 SP7	SQL Server 2012 SQL Server 2008 R2	Windows Server 2012 R2 Standard Windows Server 2008 R2, Standard SP1, or Enterprise Editions	See Browser Guide at topic end.	10.3.0 - 10.3.7 10.2.0 - 10.2.4 10.1 SP4 - SP9	✗ ✗ ✗

Browser Guide	
Browser	Version
Google Chrome <b>*Recommended</b>	<i>Recent Versions</i> 81.0.4044.129      69.0.3497.100 80.0.3987.122      68.0.3440.106 75.0.3770.100
Internet Explorer 11	<i>Recent Versions</i> 11.55.17763.0      11.1198.14393.0 11.2273.14393.0      11.0.9600.16521 11.1593.14393.0

## Browser Guide

Browser	Version
Mozilla Firefox	<i>Recent Versions</i>
Safari	<i>Recent Versions</i>



**NOTE** Certification relates to the ability to install and use Precise ARM with a certified product version. It does not relate to specific functions or features that may or may not be implemented or available.

## 2 New Features and Enhancements in ARM 10.3.7

**Release Date: 5<sup>th</sup> May 2020**



Users please note:

- BIL has had some BPM changes. Please refer to the *Precise BIL for Epicor10 Installation Guide* and re-import the BPMs.
- There are some new custom UD Fields. Please refer to the *ARM 10.3 Installation Guide for E10*.

### **E10.2.600 Compatibility (E10)**

ARM 10.3.7 is compatible with E10.2.600.

### **Split BIL for APM and non-APM Environments (E10)**

ARM has now split BIL with one version supporting APM and the other supporting non-APM environments. Choose the appropriate version when installing this product on your environment.

### **Support Edit Tax at Line level in AP Module (E10)**

This is a 'Manual Tax Override' function that enables you to edit and override the tax on the line.

Note that the line tax will be reset to the default values when copying the Invoice.

### **Support Project, Phase and Cost Code (APM) in AP Module (E10)**

AP Invoice and Debit Memo now support Project, Phase and Cost Code (APM).

### **Support Hold Invoice and Hold Payments in AP Module (E10)**

When selected, the 'Hold Invoice' check box represents a hold status on the entire Invoice. If you post a group that contains an Invoice on hold, this Invoice will not be posted. You will need to clear this check box and then re-post the group.

When selected this check box also indicates that payments will not be made against the Invoice.

ARM only enables this check box functionality in the time before the AP document is approved.

## Support PO Receipt Attachments (E10)

Users can now attach a receipt document when entering PO receipts.

ARM receipt attachments will not be integrated to Epicor at this time.

## Support Receipt Attachment Visibility in AP Approval (E10)

In addition to the support for *PO Receipt Attachments* (above), ARM also supports the ability to view the Receipt Attachments during the AP Approval process.

## Original Order Value on AP Invoice (E10)

Some new read only fields have been added to the AP Invoice screen.

The *Ordered* field shows the original value of the order raised. The *Un-receipted* field shows the value of the line that is not received yet.

## AP Invoice Filter Settings Enhancement (E10)

The AP Search filtering criteria is retained for each individual ARM user.

## Support Multiple Invoices Against a Single PO Receipt (E10)

ARM now supports partial Invoices for a single Purchase Order receipt.

After adding a PO Receipt line to an AP Invoice, a new check box entitled 'Final' is shown on the main Invoice screen. When ticked, this action indicates the line is finished with Invoicing stage.

To perform partial Invoicing the AP documents need to be within the same Invoice Group. When the first partial Invoice is created and approved, it will move from the ARMUNAPP Group to the nominated Invoice Group. If a second Invoice is raised, an error will be shown in ARM due to the two Invoices present in different Groups. Therefore, the first Invoice will require posting in Epicor in order to proceed with creating any subsequent Invoices.

This functionality requires configuration in Epicor. Go to *Company Configuration > Modules > Finance > Accounts Payable* and **enable** the 'Allow Multiple Invoicing of Receipts' check box.

## AP Invoice Search Results Set and Export (E10)

The **Export** feature now includes the Vendor name and Invoice Date on the export file.

## AP Approval Process Enhancement (E10)

A new <Next> button feature has been added to the AP document screen.

This allows the user to move and load the next AP document from the AP Search results.

### **Punchout Enhancement (E10)**

The PunchOut processing has been altered to conform with SameSite cookie policy that was introduced in newer versions of Google Chrome and Microsoft Edge browsers.

### 3 New Features and Enhancements in ARM 10.3.6

#### Release Date: 6<sup>th</sup> March 2020



Users please note:

- BIL has had some BPM changes. Please refer to the *Precise BIL for Epicor10 Installation Guide* and re-import the BPMs.
- There are some new custom UD Fields. Please refer to the *ARM 10.3 Installation Guide for E10*.

#### Purchase Points (E10)

Purchase Points configured on Suppliers in Epicor are now supported in ARM.

A new field on the Requisition line form enables users to select a Purchase Point. Standard PFO combining logic is included when the Requisition is submitted.

The Purchase Point detail is also visible on the Purchase Order report.

#### Advanced Approvals include GL Budget (E10)

Support for GL Budget criteria has been added to the Advanced Approval tree functionality.

The conditions included for use with this new option are Greater than (>) and Less than (<).

#### Revise and Resubmit Rejected AP Invoices (E10)

AP Invoice functionality has been extended to allow for the revision and resubmission of Rejected invoices.

When an AP Invoice is rejected, the document is still visible in ARM but is removed from the relevant invoice group in Epicor. At the point of revision, the invoice is visible in Epicor again. The invoice will then return to the AP Invoice approval tree in ARM when it is re-submitted.

Users who wish to revise invoices must have the *Revise AP Invoices* permission and are either an Administrator, an AP Invoice approver or the AP Invoice creator.

#### Approved Vendor Selection (E10)

The Vendor selection functionality has been altered to display only the list of approved Vendors.

A new permission, '*Can Edit Approved Vendor for Catalogue Item*' is required here.



To support integration with Epicor, Catalogue parts will only show the list of approved Vendors (or just display the Preferred Vendor if permissions do not permit editing at all).

Local catalogue parts will show all Vendors for selection unless the permission *Edit Requisition Vendor – Catalogue Items* is set to 'No'.

**Note:** the BIL BPMs must be re-imported and a new Integration job called 'ApprovedVendor' that has been created with this functionality will require a full synchronisation.

## Auto EDI/ Auto Email Hybrid Functionality (E10)

The logic around Vendors configured with the Auto Email and Auto EDI flags has been refined.

ARM now checks for the existence of Punch Out lines in the Purchase Order. These lines are omitted from the email if Auto EDI is enabled on the Vendor.

If Auto Email and Auto EDI are both enabled on the Vendor, a Purchase order with a combination of both normal and Punch Out lines will send the Punch Out lines via EDI and send the normal lines out via Email.

## Requisition Defaults Feature (E7/10)

A new 'Defaults' feature has been added to the header of the Requisition and Template documents. This feature replaces the 'More> Set' menu functionality.

When clicked, a section of fields will become visible that allows the end user to configure a series of defaults that will apply to newly added lines.

This feature can update values on the lines after their creation and includes the option to exclude individual lines from being further updated also.

## Epicor User Mapping (E10)

ARM Users can now be mapped to an Epicor User under the User Details section.

This can thus cater for user access control on Projects and Phases in Epicor.

When the user raises a Requisition for a Project in ARM, the mapping will then be used to present only accessible Projects to the user for selection.

## Support Header Project/Phase/Cost Code Selection (E10)

Used in conjunction with the *Epicor User Mapping* and *Requisition Defaults* features in this release, ARM will only return the available Project, Phase and Cost Code selections on a per user basis.

This also extends to enable filtering of Part/Item codes for each Project, Supplier and User combination respectively.

## Requisition Mark-up Amount Capture (E10)

A series of new fields has been introduced in the Requisition Line screen that enables Mark Up details to be captured at the time of Requisition request.

The *Mark-up Type* field will hold the choice of Unit Price or Percent. The *Unit Price Mark-up* and *Mark-up %* fields will toggle based on the Mark-up Type value.

ARM will retrieve the default on-charge data from Epicor for an item based on the Project/Phase/Cost Code and Part selection. Default Mark Up Function configuration must be present in Epicor here. If the configuration is not available in Epicor, ARM will leave the Mark-up fields blank and the user can still edit the fields manually.

## Requisition Line Import Support Multiple GL References (E10)

The Requisition Line Import feature has been enhanced to support importing multiple GL reference codes. The pipe symbol (|) is the delimiter here.

## Requisition Multi-Line Select and Delete (E7/10)

Multiple Requisition lines can now be selected and removed in a single action.

## Permission to Control Non-Catalogue Part Number Editing (E7/10)

A new permission (*Can Change Non-catalogue Item Name*) has been introduced to control users editing the Non-Catalogue part number in Requisitions.

This functionality thus provides a better ability to configure Part Number criteria for Non-Catalogue parts in the Advanced Approval tree.

## Alternate UOMs on Local Catalogue Vendor Quote (E10)

ARM now supports alternate UOMs for Vendor Quotes on Local Catalogue items.

## Support Dynamic GL Segment for Auto Expense Transfer Receipt (E10)

GL Journal transactions created from Auto Expense Transfer Receipts now support dynamic segments.

## Support Non-Unique Purchase Order Receipt Number (E10)

ARM now supports using the same Purchase Order Receipt Number value across multiple Purchase Orders.

## Search Fields Added: Phase and Cost Code (E10)

Phase and Cost Code fields have been added to most of the Search screens in ARM. These include all Requisition, Pro Forma Order and Purchase Order screens.

The Phase field is dependent on the Project field having a value in selection.

The Cost Code is an independent field and can be selected against any Project when ARM is configured for use with Advanced Projects Management (APM).

## 4 New Features and Enhancements in ARM 10.3.5

**Release Date: 5<sup>th</sup> November 2019**

### Multiple Approver Node “Require All” Function (E7/10)

A new checkbox option entitled ‘*All Approvers are Required*’ is now available when editing a node that has multiple approvers in an approval tree.

When ticked, the submitted document will require all approvers configured on the node to approve it in order to progress up to the next approval node. A single rejection will result in a rejected outcome.

### AP Location and Category Approval Trees (E10)

ARM now supports Location and Category approval trees for AP.

The approval workflows operate the same as they do for Requisition Location and Category trees.

Additionally, for receipt lines, if Category and/or Location are available on the original receipt, these values will be carried over to the invoice line.

### Email Approvals (E7/10)

ARM approvals have been enhanced to allow users to approve/reject directly from the notification email.

The user must already be logged into ARM, otherwise ARM will prompt the user to log in before the process can continue with the email approval.

**Note:** this feature is not supported within the automated *approval reminder* notifications.

### New Validation Rule: Mandatory Attachment (E7/10)

A new validation rule has been added that provides a mandatory attachment requirement for Requisition Types. This is applicable to Requisition Header attachments only. A user must upload an attachment to the Requisition in order to proceed with submitting it for approval.

### Catalogue Default View (E7/10)

A new setting ‘*Default view mode for catalogue search screen*’ has been introduced to default the Catalogue view. The options available for selection are Grid, List or Table.

This new setting will not override a user’s view preference if they define one in ARM themselves whilst viewing the Catalogue list directly.

## Auto Purchase Order for New Vendors (E10)

A new setting entitled '*Enable Auto Purchase Order For New Vendor*' has been introduced on the company level in ARM.

When this is enabled, all new vendors created for that company will have the 'Auto Purchase Order' setting set to TRUE by default.

## Project Budget calculation in Standard Epicor Project/Non-APM Setup (E10)

ARM now supports the ability to calculate project budget using either WBS Phases or Project Costs analysis in a Non-APM setup.

As like APM, open Pro-Forma Orders raised in ARM are also taken into account to provide full and accurate Project based budget figures.

## Standing Order Due Date (E10)

The due date for Orders that are generated from a Standing Order is now configurable in ARM.

During creation of the Standing Order, a new field entitled '*Due Date Days from Today*' is given in the document header. This value will be the Order Date + x days (where 'x' is the value entered into this new field).

## UOM Decimal Precision (E10)

ARM now supports decimal precision from Epicor (UOMs that have the '*Allow Decimals*' option checked with a precision value specified).

If decimal precision is configured on a UOM then the Quantity field in ARM will allow decimal values accordingly. If no decimals is allowed, the Quantity will not accept any decimal value at all.

## Support for Vendor ID Changes in Epicor (E10)

Changing a Vendor ID in Epicor is now supported.

All existing ARM documents will be updated with the new Vendor ID accordingly.

## BIL Data Encryption (E10)

BIL data will now be encrypted if the option '*Encrypt sensitive data in config files*' is selected during the BIL installation process.

## **Auto-Email Failure Notifications (E7/10)**

ARM now provides email bounce back notifications for the auto-email functionality.

If for any reason an email notification fails to send out to a vendor or bounces back, an alert in ARM will be triggered.

## **Auto Email Notifications Supported on Auto-Approve Nodes (E7/10)**

A new setting has been introduced (*Notify Approvers on Auto-Advance Approval*) that allows email notifications to be sent to Approver(s) configured on approval tree nodes flagged with the 'Auto-Approve' option.



## 5 New Features and Enhancements in ARM 10.3.4

### Release Date: 30<sup>th</sup> August 2019



Users please note:

- BIL has had some BPM changes. Please refer to the *Precise BIL for Epicor10 Installation Guide* and re-import the BPMs.
- There are some new custom UD Fields. Please refer to the *ARM 10.3 Installation Guide for E10*.

### Epicor 10.2.500 Compatibility

ARM 10.3.4 is supported on Epicor 10.2.500.

### Imports License Change (E7/10)

All import functions now no longer require the EIS (External Integration Suite) module license.

This functionality now comes standard in ARM.

### Blanket Order Release Enhancement (E10)

Blanket Order releases have been enhanced to cater for release-specific descriptions and flexibility in relation to the receiving of releases in the Blanket Purchase Order.

A new Release Description field has been added to the Blanket PFO lines. This is visible as a new icon next to the Note icon. If the Description and/or Note fields are not populated directly on the line, they are also made available to the end user on the Blanket Order Release dialog screen. The description will become the line description on the new line created in ARM and integrate across to the associated line's description within the Purchase Order in Epicor.

A new Global Setting, 'Auto Receive Blanket Order Release' has been created. When the value is set to disabled, the end user has the choice whether they want to receive a Blanket Release.

An 'Auto Receive' check box is now visible in the Blanket Order Release dialog screen. The auto-receiving step of the Blanket Release will only occur if this check box is checked.

Blanket Releases that were not received at the time they were created can be received directly in the Blanket Purchase Order. The end user simply selects the release/s they require and clicks the 'Post' button.

## Strong Passwords (E7/10)

ARM security has been enhanced to include a policy supporting strong passwords.

A collection of settings under the Global Settings menu have been added, listed within the “Password Policy” group.

When enabled, this feature allows the ARM administrator to apply stronger requirements around user passwords in the ARM system.

The new settings include a minimum character length, password expiration (configured in days format), password format (the requirement/non-requirement for digits, lowercase, uppercase and special characters) and a password change history.

## Buyer Verification (E10)

A new ‘Buyer’ field is now available on the Requisition, Pro-Forma Order and Purchase Order documents. This field is activated when the Global Setting ‘Enable Buyer Mapping’ is enabled.

A new Requisition Buyer value will default from either of 2 places. They are in order of priority:

*When the Buyer field has a value (ie, is not blank)*

1. The Buyer configured on the selected Requisition Type (if Requisition Types are in use in ARM).
2. The Default Buyer configured on the Company (Dashboard> Company Settings). The value is then picked up from the user’s Default Company configured on their User Maintenance screen.

On full approval of a requisition, the Buyer field will be mapped to the Buyer field on the Pro-Forma Order. If the Buyer was still a blank value, it will then populate on the Pro-Forma Order from the Buyer value on the head of the relevant approval tree.

The Buyer field on the Purchase Order is not editable. This is also the case during the Change Order functionality.

Buyer mapping is **not** supported on ARM environments operating in Intercompany or Non-Inventory modes. The *Enable Buyer Mapping* setting under Dashboard> Global Settings should be disabled here.

## Return Debit Memo Tracking (E10)

The AP Invoice document in ARM has opened support for Debit Memo entry of **invoiced** PO receipt lines.

When creating a new AP Debit Memo, invoiced Purchase Order receipts can be selected via the ‘Add from Receipts’ button. These lines when added to the document will display a new ‘C’ icon to

represent a 'Credited' receipts entry. Hovering over this icon will show the link back to the relevant Purchase Order and Receipt Pack Slip reference.

In addition, an indicator of the link between credited receipts and the associated Invoice and AP Debit Memo is present within the Purchase Order document on the receipt line (situated within the Receipt History section).

The referenced invoice value on the AP Invoice Entry screen in Epicor is not supported with this feature.

## Budget Code Enhancement (E10)



Users please note a new integration job '**GLBook**' has been introduced with this feature. A full synchronisation should also be executed on the GLPeriod, GLPeriodBalance and GLAccountBudget jobs.

The GL Budget checking functionality has been enhanced to include GL Book and Budget Code selection.

The GL Budget Range field options have been revised to include the following selections (these are relevant to the fiscal calendar configuration in Epicor).

- Fiscal Period
- Fiscal Year Suffix to Date
- Full Fiscal Year Suffix
- Fiscal Year to Date
- Full Fiscal Year

The Budget used is calculated based on the document's due date.

This Budget logic is not supported for E7 ARM environments as the used figure is always YTD.

## Support for Maintenance Jobs (E10)

Adding lines to Requisitions from Maintenance jobs in Epicor is now supported.

Jobs that are marked as a Template in Epicor are excluded from ARM and not available for selection.

New features have been added to the '*Add Items from Job*' screen (initiated after clicking the *Add Job Operation* line type in a Requisition).

The '*Show Pending Jobs*' check box when left unticked will hide the jobs having Requisitions raised (except for the rejected ones or ones with denied lines).

When it is selected, jobs within Requisitions that are Pre-Approval, Approved, Ordered and Received will be included in the Search results. The associated Requisition number is also visible within the '*Requisition/s*' column in this screen.

### **Locations Default Project/Phase/Cost Code (E10)**

ARM Locations (both Epicor and Local) now hold fields for default Project and Phase values. A third field for Cost Code is available for users running the APJ (Advanced Projects) product in conjunction with ARM.

Once configured, the values will then automatically default within Requisition lines when the 'Purchase for Project' option is selected.

### **Support Line Import on RFQ (E7/10)**

Importing lines into a Request for Quote document is now supported. Part codes entered that match a Catalogue part will be identified as such.

## 6 New Features and Enhancements in ARM 10.3.3

**Release Date: 4<sup>th</sup> July 2019**

### Change Order (E10)



Two new UD fields are required with this feature:  
*POHeader.PbsChangeOrderInProgress* and *PODetail.PbsChangeOrderInProgress*.

Please refer to the *ARM 10.3 Installation Guide for E10* for further detail.

A new functionality has been developed that allows open Purchase Orders (with or without partial receipts) to be changed. A new permission, 'Can Perform Change Order' has been created.

When a change order is initiated, a new linked Requisition is created with the line and receipt detail copied over from the Purchase Order.

The existing lines can be altered or deleted, or new lines added as desired. When submitted, the Requisition will then require approval under the standard approval tree process.

When approved, the resulting Pro Forma Order will show a new option entitled "Merge Change Order" under the Workflow menu. This process merges the changes back to the original Purchase Order.

Any lines that are added through the Change Order process that hold a different Vendor or Location to the original PO will adhere to the PFO Combining logic.

Change Order is currently not supported with Blanket Orders, Purchase Orders with split GL lines, and on Epicor 7 environments.

### Advanced Approval Tree Configuration (E7/10)

The Advanced approval tree has been created to further enhance the flexibility of approval requirements in ARM.

This tree combines all existing tree type criteria into a single mixed tree with multiple criteria functionality.

The available criterion includes GL Account Code, Location Code, Category Group/Code, Requisition Type, Buyer, Project, Vendor Group/Code, Part No and GL Company. A number of operators for the control of each criteria is available; Equals (=), Does Not Equal (<>), IN, NOT IN, IS BLANK and NOT BLANK. For example, a node can be defined with a *Location NOT IN ('Location A', 'Location B', 'Location C')* criteria or perhaps a *GL Account Code <> '6000-00-50'*.

Each node can have a collection of criteria defined. For example, one node might have a number of conditions defined around Project Codes, Locations and GL Accounts. Another node may simply have a Buyer or Requisition Type condition specified. Nodes with more than one criteria defined are provided the OR, AND and NOT operators to apply to each sub-set of criteria that are grouped together.

Each full tree supports 100% task-based nodes (where all nodes in the tree are Tasks).

In addition, a new tree sequence numeric field will be added to each tree in ARM (GL, Location, Category and Advanced). If a requisition line finds an entry point in more than one tree, the approvals will occur sequentially in the order defined in the tree sequence. If more than one tree is applicable and have the same tree sequence, their approvals will occur in parallel.

## **Tolerance Priority Level (E7/10)**

ARM Tolerance has been extended to include Custom Form data.

A new section, '*Tolerance Priority Level*', located under the Dashboard > Tolerance Settings menu enables the creation of multiple configurations.

The ordering of the assignment types (Company, Category, Inventory Item, Custom Form) in terms of priority can be defined as required.

The desired configuration can be easily assigned to each company in ARM (and changed to a different configuration) at any time.

## **Support for Intercompany GL Reference Codes (E10)**

ARM now supports dynamic GL Reference Code integration for Intercompany ARM environments.

Creating an AP Invoice either manually or from a Purchase Order receipt will integrate the GL reference into the External GL Account section of the Invoice in Epicor.

## **Enhanced Custom Field and Notes Searching (E7/10)**

Searching Custom Form and Notes data has been enhanced in ARM. This functionality applies to the majority of document search screens (Requisition, Pro-Forma Order, Purchase Order, Blanket Order, Receiving, Templates etc).

A drop list parameter for Custom Form enables immediate filtering of any documents that are flagged with the selected form (Header or Line level).

In addition, whole or partial strings (with use of the '%' character) can be searched and the results will return any match located from Custom Form or Note fields that is present at either the Header or Line level.



## **Vendor Address Visible in Requisitions (E7/10)**

The Vendor address detail is now visible when choosing a Vendor from the Requisition 'Set Vendor' menu option.

## **Requisition Set Category Function (E7/10)**

The Requisition 'More> Set' functionality has been enhanced to include the ability to set a Category code across all lines within a Requisition.

## 7 New Features and Enhancements in ARM 10.3.2

**Release Date: 3<sup>rd</sup> April 2019**

### **Pre-Payment for AP (E10)**

The AP Invoice module has been extended now to support AP Pre-Payments.

Epicor has a feature on the AP Invoice that allows an invoice line expense to be deferred based on an Amortization Code. These codes are integrated into ARM.

When an invoice line is flagged to defer the expense, the ARM user is prompted to select an Amortization code from a drop list and then specify a Start Date. The End Date is automatically calculated from the parameters of the Amortization code in conjunction with the Start Date value.

The Amortization schedule can also be scheduled or removed in ARM. This data appears on the Amortization tab on the AP Invoice line in Epicor.

Currently only miscellaneous lines are supported for AP Pre-Payment.

*Note: There is some Epicor configuration required to enable the Expense Amortization to work. Additional configuration may be required in addition to a review of the GL Controls. A Finance Consultant may be needed to help with this process.*

### **Support for AP Invoice Header and Line Notes (E10)**

AP Invoice Header and Line notes have now been introduced.

In Epicor, Internal header notes appear in the AP Invoice Memo area. External header notes appear in the Header> Comments tab and line notes appear in the Lines> Comments tab.

These are bi-directional where any edits or deletions from within Epicor are reflected in the document in ARM.

### **Email Notification for Requisition and AP Revision (E7/10)**

ARM now includes an email notification that informs a Requisition creator when a submitted requisition has been revised.

A similar notification that informs an AP Invoice creator when a submitted AP Invoice has been revised is also included (E10 only).

### **Email Notification for Role Delegates (E7/10)**

The email notification that informs approvers of documents pending their approval now supports delegation cases.

When the Requisition or AP Invoice approval role has been delegated to another user in the system, ARM will send a carbon copy of the request for approval email notification to the delegate.

The reminder for requisition approval (Scheduled Jobs> Remind Urgent Requisition Approval) currently does not support notifications to delegates.

## Update for Tolerance Checking (E10)

The logic for Tolerance Checking has changed slightly regarding the *Above and Under USD Amount* fields.

If these fields are left blank, this indicates no tolerance checking at all. ARM will check on the percentage values only. Previously, a large enough value needed to be entered into these fields in order to represent no tolerance checking.

If these fields are configured with a zero (0.00) value, this indicates zero tolerance checking.

## Enhanced AP Invoice Search (E10)

Some extra fields have been introduced into the AP Invoice search screen. These include Final Approver and Final Approver From and To dates.

The sequence of columns in the search results pane has also been changed to accommodate these new values.

## Enhanced ARM Installer (E7/10)

Performing an upgrade of ARM will no longer require removal of the ARM application from Windows Programs beforehand.

This change permits any custom IIS configuration (including SSL certificates installed) to be retained and unaffected by the upgrade process.

This change is applicable for upgrading ARM versions **from 10.3.2 and future versions**. Upgrading environments with an ARM version prior to 10.3.2 will still require the removal of ARM from the Windows system first.

## 8 New Features and Enhancements in ARM 10.3.1

**Release Date: 8<sup>th</sup> March 2019**

### **Request for Quote (E7/10)**

*Please note the ARM RFQ functionality is licensed separately as an additional module to the product.*

This new feature of ARM permits users with the appropriate permissions to create and send out a Request for Quote electronically via email to one or more suppliers.

The supplier/s receive the request, which includes a copy of the full RFQ details (PDF format) and an Excel formatted import template that can be filled out and returned with their response as an attachment.

Quote detail can be manually entered into the RFQ or imported if an import file has been supplied. Users can then Accept or Deny all or some of the supplier's quote. At this point, the supplier receives an email notification informing them whether their quote has been accepted or rejected.

The initial 'Saved' status of an RFQ applies until the first electronic request is activated by the user. The RFQ then moves to a 'Submitted' status. At this point, no further lines can be added or removed on the RFQ, but additional Vendors can be invited to provide their quote.

The final stage of the RFQ process is the creation of Requisitions from any of the accepted supplier responses. The RFQ status then moves to a 'Requisitioned' status.

The RFQ document has mandatory open and end dates. Once the end date has arrived for any RFQ currently still a 'Submitted' status, the RFQ moves to an Expired status and no further editing is permitted in the document.

### **AP Debit Memo (E10)**

The AP Invoice module in ARM has been extended to support creation of AP Debit Memos.

When a new AP Invoice document is created, users can select the 'Debit Memo' check box. Currently only Miscellaneous lines are supported, and these may be added manually or imported.

Standard Approval functionality is applied once the AP Debit Memo is submitted.

### **GDPR Compliance (E7/10)**

Removing users from the ARM system now meets standards as set out under the General Data Protection Regulation.

Once a user is marked Inactive status in ARM (he/she must be removed from all Approval Trees first and have no outstanding documents to approve), the Administrator may then 'Anonymise' the user.

This process hides all profile references of the user in the ARM application by setting this data to an empty (blank or null) value. Some reference data is deleted from the database, and other data is updated to point to an anonymous user.

The user name is encrypted and that user can no longer be searched for in ARM.

## **PO Attachment Integration (E10)**

A new Company Setting, called 'Document Type for Purchase Order', has been introduced to allow for integration of Purchase Order attachments from ARM into Epicor 10.

The value for this ARM setting (and subsequent directory management configuration) is a pre-defined Document Type that must exist in Epicor (*System Management > Document Management > Document Type Maintenance*).

Both PO header and line attachment integration are supported.

## **AP Email Notification (E10)**

A new Global Setting, 'Enable AP Invoice Workflow Notifications', has been introduced to enable or disable all AP Invoice notifications in ARM.

This applies to all the standard notifications (Pending Approval, Acceptance, Rejection, Updates to the AP Invoice creator etc).

## **Project Budget Calculation (E10/CNS)**

For environments running CNS, support for Project budget calculation has been enhanced.

## **Tax Breakdown Visibility in ARM (E10)**

The tax component is now visible inside ARM Requisitions, Pro-Forma Orders and Purchase Orders.

These values do not currently integrate into Epicor.

## 9 New Features and Enhancements in ARM 10.3.0

**Release Date: 7<sup>th</sup> December 2018**

### **Standing Orders (E7/10)**

A new document has been introduced called the Standing Order. This functionality replaces the Recurring Template Scheduler functionality that was added in ARM 10.2 SP3.

#### **Summary**

Users can choose to create a Standing Order from the 'Create a new document' menu option. This document provides the ability to raise a single order in ARM and then generate recurring orders automatically, based on a configured recurrence pattern.

Maintaining current pricing, tracking totals of generated and remaining requisitions and the ability to cancel at any time are all features included within the Standing Order.

#### **Process**

Much like a Requisition, a user selects a location and adds various lines to a Standing Order. All the header and line data located within Requisitions is available in Standing Orders (this includes Custom Forms).

##### ***Maintain Current Pricing***

A checkbox called 'Maintain Current Pricing' is located within the document header. When checked, any requisition lines that are from the catalogue will be assessed against the catalogue on a regular interval. If the pricing of an item has changed, any lines that increase the value of the Standing Order will revert to requiring approval. Subsequently, no child requisitions will be generated while the Standing Order is not in an approved state. If the value of lines is decreased, the Standing Order will remain approved and continue to generate child requisitions based on the updated line values.

Prior to submitting a Standing Order, a recurrence schedule is required to be configured within the document.

##### ***Standing Order Recurrence***

Clicking the SO schedule icon in the document header will display a configuration screen that enables the user to set a recurrence schedule (daily, weekly, monthly, on a given day etc) and a range of recurrence (start date, no end date, end after X occurrences etc).

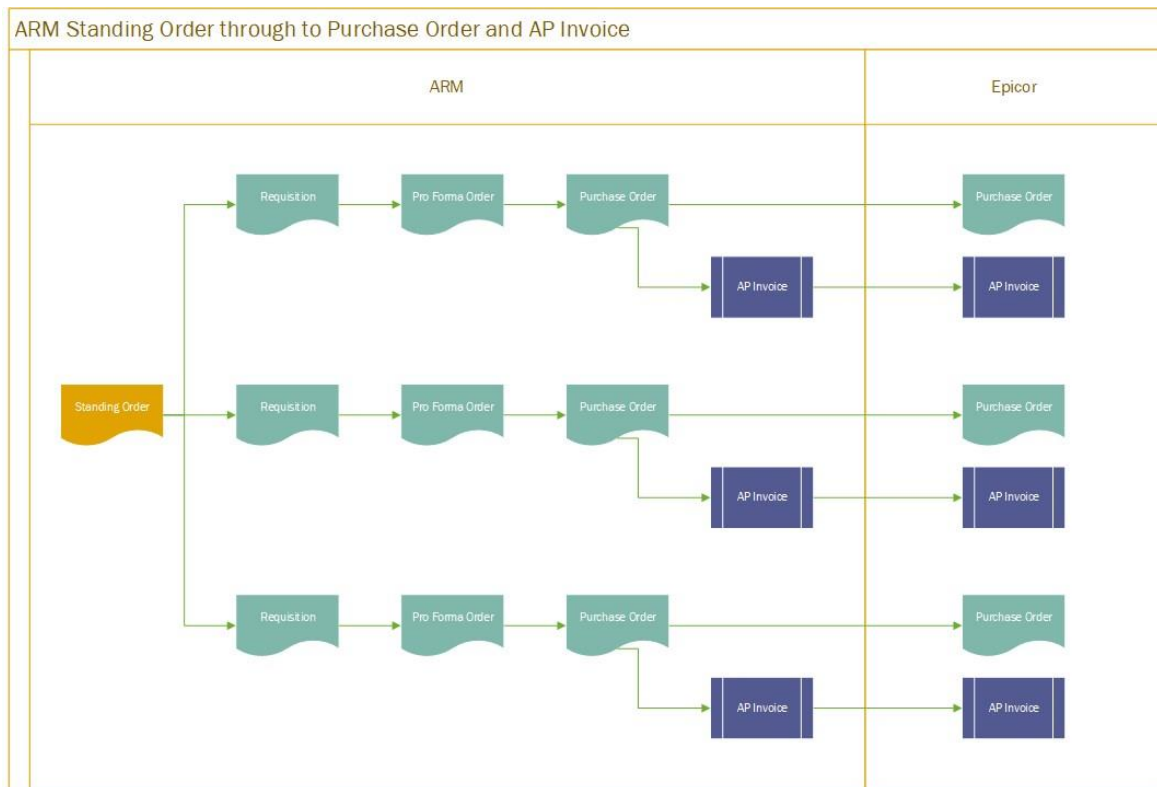
When the Standing Order has been submitted, the normal Approval Tree functionality is applied.

Once the Standing Order is approved an associated job is generated under the Dashboard> Scheduled Jobs menu that controls and logs the automation of child requisitions in accordance with the Standing Order schedule. When the first requisition is generated by the recurrence schedule, the Standing Order moves to an 'Active' status.

**Scheduled Jobs**

<p><b>Standing Orders</b></p>	<p>A user can Disable/Enable a Standing Order scheduled job during its operating timeline.</p> <p>The ability to manually trigger the generation of a child requisition is also available.</p>
<p><b>Standing Order Auto Pricing Updates Check</b></p>	<p>This job monitors the Standing Orders that have enabled the 'Maintain Current Pricing' checkbox.</p>
<p><b>Standing Order Reminder for nearing end date</b></p>	<p>This job monitors any active Standing Orders and sends an email alert to the original requisitioner when a recurring schedule is nearing its configured timeline.</p>

Once the final requisition recurrence has occurred, the Standing Order moves to a 'Complete' status.



## Custom Data Enhancement (E7/E10)

Extra functionality has been developed that translates the fields within a Requisition Type to a custom Requisition Line Import template file.

Two new check boxes are now present when configuring a Requisition Type;

- **Create Import Template** – Enables a custom Requisition Line Import template to appear for end users to download and use during the creation of Requisitions (visible on the *Import Line Item(s)* screen). The UD fields are appended to the end of the standard Requisition Line Import fields within the import template.
- **Create Report Views** - When enabled, an SQL View is generated for the Custom Form in the ARM database. The naming convention follows the format 'vwPurchaseOrderLine\_[Req Type Name]\_[Custom Form ID]'. This View captures all Purchase Order Lines that contain UDF data values for the Custom Form and can be used for reporting purposes.

The UDF field values imported into Requisition lines are subsequently brought over into the Pro Forma Order and Purchase Order documents in ARM.



## **Blanket Pro Forma Orders – Extended Functionality (E10)**

Blanket Orders can now be re-opened if the Blanket end date has not passed and the remaining amount is more than \$0.

Blanket Release notes are also available which can be edited after their initial creation.

## 10 New Features and Enhancements in ARM 10.2.4

**Release Date: 11<sup>th</sup> October 2018**



Users please note:

- **ARM 10.2 SP4+ requires Microsoft Dot Net Framework 4.7.2.**
- BIL has had some BPM changes. Please refer to the *Precise BIL for Epicor10 Installation Guide* and re-import the BPMs.
- There are some new custom UD Fields. Please refer to the *ARM 10.2 Installation Guide for E10*.
- Users upgrading to this version please perform a full synchronisation on the **GLAccountDefinition** and **GLAccount** jobs within Integration Manager.

### **ARM License FIPS 140-2 Compliant (E7/10)**

To accommodate recent U.S. government policy changes for companies whose software systems manage unclassified but sensitive data, ARM is now FIPS 140-2 compliant. As a result, a new license will be required for ARM upgrades and new installations.

### **BIL Auto Creates UDFs for ARM (E10)**

The BIL installer now includes an extra process at the end that performs a check of the steps the BIL installation performs. This process also confirms the UD fields that are required by ARM are present in Epicor and if they are not, or some are missing, creates these automatically.

Note: this process only creates the UD fields. See the *Precise BIL for Epicor10 Installation Guide* for further detail.

### **Append Requisition to Existing PFO (E10)**

Support for multiple lines on Blanket documents has been developed.

In addition to creating multiple lines within a single Blanket Requisition, a new check box visible within the header allows the user to append the new document to an existing Blanket PFO.

The new Blanket Requisition will acquire the chosen Blanket PFO's Location, Start and End Dates, Payment Method and Delivery detail.

## AP Invoice Line Import (E10)

A new feature for importing miscellaneous AP Invoice lines has been introduced. Users who wish to use this feature require the ARM Import License module.

## User Import, Export and Copy Functionality (E7/10)

Two new Global Settings (*Enable User Export* and *Enable User Import*) have been introduced that allow visibility control of the Export and Import buttons on the Dashboard> Users page.

The **Import** feature includes a CSV template file for download that can be used to import new users into the ARM system. During the import process, the user is prompted to select the Role/s that will be assigned to the imported users and some of the key default data including Default Company and Location Codes, Requisition Limit, access to Punch-outs, Category Groups, Locations, Vendor Groups, Payment Methods/References and GL Reference Codes.

The **Export** feature will export automatically to CSV output the current *filtered* users on the Dashboard> Users screen.

The **Copy** feature enables easy creation of a new user in the ARM system. The *Copy* button present against each user listed on the Dashboard> Users page opens the *User Copy Options* screen where login, naming and email detail is entered for the new user. The copy process will create the new user and copy across all configuration data that is non-personalised. This includes all the data on the Information screen (with the exception of email address, home, mobile and pager numbers and the signature file), and the Roles that are assigned.

## User Assignment to various ARM Areas (E7/10)

User access to various data collections in ARM can now be managed directly within the menu via a new User Assignment feature. The areas currently supported are PunchOut, AP Payment Method, Vendor Group, Category Group and Roles.

Users who have access to some options within a collection can be granted access to some or all of the remaining options.

A user who currently has 'All Access' granted to a collection within their User Maintenance configuration will have this permission cleared when their access to an individual option is removed.

## Vendor Terms and Conditions (E7/10)

Users can now upload a Terms and Conditions document on each Vendor Maintenance screen. The format currently accepts DOC, DOCX, PDF and RTF.

When a Vendor is configured to automatically email them a copy of the Purchase Order, the Terms and Conditions document is also included in that email as a separate attachment.

### **Catalogue Improvements (E7/10)**

The catalogue import function has been enhanced so that new local catalogue parts can be imported along with a Vendor and Price value from a single import file (*ARM Catalogue Details*). The *ARM Catalogue Item Prices* and *ARM Catalogue Item Locations* import files are still available to allow users to update parts with further related detail.

Exporting the catalogue is also now supported, currently in Excel and CSV format.

### **Support linking Non-Catalogue Parts to Material/Job (E10)**

Non-Catalogue parts can now be linked to a Manufacturing Job as existing or new Material.

If using an existing material, the Purchase Order line in Epicor will display the selected material part's code and show the non-catalogue part's code and description in the Description field.

### **Hangfire Dashboard Access (E7/10)**

Administrators who have adequate permissions can now access the Hangfire Dashboard externally to the ARM server.

### **Blanket PO Report Introduced (E10)**

A new report has been developed to cater for Blanket Purchase Orders. This template has been included on the Company Settings > Report Templates tab.

## 11 New Features and Enhancements in ARM 10.2.3

### Release Date: 14<sup>th</sup> August 2018



Users upgrading to this version please perform a full synchronisation on the **GLAccountDefinition** and **GLAccount** jobs within Integration Manager.



Users please note new logic for the AP Invoice BPM has been introduced. Re-import the Precise BPMs accordingly for any AP Invoice operations.

### IDC Solution for AP Invoice (E10)

ARM has now introduced IDC for enhanced invoice creation within the AP module. Currently the docAlpha platform is supported (developed by Artsyl).

The docAlpha software should be configured to deliver scanned files (output to XML format) into the ARM Worklist directory. ARM users then select the file from the Dashboard> Worklist menu and click the 'Create Invoice' button.

The scanned PDF file is then loaded and attached to a new AP Invoice for review and submission.

### Intercompany GL (E10)

A new system configuration for ARM is now available during upgrade/installation (this is a new configurable setting under *Global Settings> Intercompany GL*).

Enabling Intercompany GL mode for ARM will allow expensing of requisition lines to GL accounts in other companies within Epicor.

A new checkbox (*Intercompany Expense*) is present when creating catalogue, non-catalogue and local catalogue requisition lines. *Note:* Transfer lines are excluded from this functionality.

When a line is flagged as intercompany, the user can choose another Epicor company and GL account. *Note:* the company/s need to have an 'External' configuration in Epicor and only GL accounts flagged as Multi-Company are listed for selection.

This functionality extends into AP Invoice, with a *Multi-company* checkbox present inside the GL Distribution Entry screen of Misc lines. Invoices created from PO Receipts also retain the intercompany GL value if one was entered.



Note that Intercompany configuration does **not** integrate any Purchase Orders into Epicor. These remain local inside ARM.

## Non-Inventory Mode (E10)

ARM now supports Epicor 10 without Inventory. As such, all parts in ARM are non-inventory or are created and maintained within the ARM local catalogue.

Locations must also be created and maintained within ARM (Local Locations). Due to the absence of the Inventory module in Epicor, no mapping to Epicor Warehouses is available here.



Note that this mode does **not** integrate any Purchase Orders into Epicor. These remain local inside ARM.

In addition, Transfers are not supported.

## Support for Multi-Company GL Expense in AP Invoice (E10)

With the introduction of the Intercompany GL configuration mode in this release, the multi-company feature within the AP module (miscellaneous lines) is now part of the standard ARM product design.

This means that a system **not** using the Intercompany setup can still expense miscellaneous AP invoice lines to other company GL accounts in Epicor. *Note:* the company/s need to have an 'External' configuration in Epicor and only GL accounts flagged as Multi-Company are listed for selection.

## Auto-Invoice from PO Receipt (E10)

A new option to automatically create invoices has been introduced when receiving Purchase Orders.

If the option to create an invoice is selected, the prompt for invoice and batch numbers, a terms code and an attachment upload is provided. When this data is submitted, the PO is received and the new AP Invoice screen is presented with the header and line detail automatically populated.

The AP Invoice remains a 'Pending' status under the *Integration > [Agent] > Auto Invoice Requests* queue. A new integration job (AutoInvoiceRequest) then polls invoices within this queue and processes their integration. *Note:* the PO Receipt must integrate first before the associated AP Invoice can integrate.

## Recurring Template Scheduler (E7/10)

Templates can now be configured to automatically generate and submit Requisitions. When the 'Recurring Template' checkbox is enabled on the Template, a configuration screen is displayed that enables the end user to set a recurrence schedule (daily, weekly, monthly, on a given day etc) and a range of recurrence (start date, no end date, end after X occurrences etc).

After the recurring schedule has been saved on the Template, an associated job is generated and can be edited or triggered under the Dashboard> Scheduled Jobs menu.

Should a Template on a recurring schedule generate any error upon Requisition submission, an email with the detail in attachment form is emailed to the address configured against the *Email Integration Errors To* setting on the Dashboard> Global Settings menu.

A new copy option has been created when copying Templates to include or exclude a recurring schedule if one exists.

### **Requisition Copy Line Function (E7/10)**

End users can now copy individual lines within Requisitions. This copying functionality extends to any line type with Project/Job data (New Material Requests excluded), Custom Form data and lines with Onetime Vendor data.

The option to include Attachments and Custom Form data is also given when initiating the copy on the line.

### **Pre-Paid extends to PFO Combining through to AP Invoice (E10)**

The Pre-Paid data (sourcing from AP Payment Methods) entered inside requisitions is now included in the PFO combining logic.

This functionality also extends into AP Invoice whereby a user cannot select multiple PO Receipts within a single invoice if they share different AP Payment Methods.

### **Log File Configurable Setting (E7/10)**

A new setting (*Log files max age in days*) has been created under Dashboard> Global Settings that enables the ARM Administrator to define a set period for log file retention.

## 12 New Features and Enhancements in ARM 10.2.2

**Release Date: May 14<sup>th</sup> 2018**



Users upgrading to this version please perform a full synchronisation on the **GLAccountDefinition** job within Integration Manager.

### Extended Functionality for Job Material/Operation (E10)

A new Extended UD field is required for use with this feature:

Table	Field	Data Type
JobMtl	PbsId	Integer

Requisitioning lines with Manufacturing Job data has been developed to include the selections for *Existing Materials* and *Operation* (directly sourced from the Job in Epicor), and now a new option titled *New Material*.

The New Material option enables the user to raise a new Material request for the Job in Epicor. A new integration job (*NewJobMaterialRequest*) controls the submission of these new Material requests (this must occur before the Purchase Order will integrate).

This functionality applies to both Catalogue and Non-Catalogue parts.

Five new permissions have been introduced to enhance this area of ARM and allow for easier managed access. They are:

- Can Purchase for Manufacturing Jobs
- Can Purchase for Projects
- Can Raise New Job Material Request
- Can View all New Job Material Requests
- Can Fulfill New Job Material Request

### Support for Tax on Punch-Out Lines (E7/10)

A tax mapping feature has been added to the Punch-Out functionality which enables lines added to Requisitions from Supplier web sites to default with a specific ARM tax code.

If the tax code from a Punch-Out site does not match any existing ARM tax code directly, or an ARM tax code that is mapped in this feature, the default tax code (global setting) will be used.



## Support for GL Dynamic Segments on AP Invoice (E10)

ARM now supports dynamic GL chart segment entry (for all control types) on AP Invoice. Validation for mandatory or optional entry is applied with GL account and reference selection in ARM.

## Enhanced Requisition Type Validation for Project Code (E10)

A new feature has been added that enables validation on Requisition lines for the presence of a Project code when Requisition Types are in use.

The required Company and Document Type is configured on the Dashboard > Validation Rules screen, and then the rule is enabled on the relevant Requisition Type/s.

When a Requisition is created, any line/s where the Requisition Type has the validation rule enabled must have a Project code selected and saved before the Requisition can be submitted.

## Enhanced Catalogue View with Image Support (E7/10)

The catalogue screens in ARM now supports multiple views. Grid and List view show image preview icons, whilst Table view presents no image previews (the original view). Sorting by Category code, Part No (code) or Description is also included. The chosen view configuration is cached in the ARM session so browsing to other screens within ARM will not reset the view.

## Support Location Maintenance for all Local Catalogue Items (E7/10)

A new import file has been added (Dashboard > Catalogue > Import) which enables the adding or removal of a location from all local catalogue items. Using a single import line, the process of maintaining a location entirely within the local catalogue is now a quick and easy action.

## Support for Internal Note Maintenance (E7/10)

Two new permissions (*Can Delete Own Internal Notes* and *Can Delete Any Internal Notes*) have been introduced to manage the deleting abilities for internal notes.

This ability applies to Requisitions regardless of status, so internal notes on Pro-Forma Orders and Purchase Orders can also be deleted as required. Though, should an internal note be removed from a Requisition that has gone past submittal, the deletion is localised and the associated PFO and PO documents retain their internal notes.

## 13 New Features and Enhancements in ARM 10.2.1

### Release Date: March 9<sup>th</sup> 2018



Users upgrading to this version please perform a full synchronisation on the **GLAccountDefinition** job within Integration Manager.

### Integration Control moved to the ARM User Interface (E10)

The ARM Integration Control Panel, which ran as a separate application, has been moved to the Dashboard page within the ARM site.

Once configured, the ARM administrator can create and maintain separate integration agents (profiles) that host all the individual integration jobs and their schedules.

A single agent can be assigned to all companies, or different ones for each company can be defined. Each agent can be paused from its synchronisation process, leaving other agents to continue their processing activity.

Pending and Failed integration records and their associated errors are visible under each agent. These can be re-tried through integration individually, or be marked as integrated depending on the case scenario.

### Support for Multi-Instance Epicor (E10)

The new Integration Control (see the first point above) now provides the ability to point multiple Epicor Instances (versions of E10) to a single ARM environment.

The BIL application is installed separately for each Epicor instance with a unique port configured. Then, a separate Integration Manager Agent is created in ARM for each Epicor instance and mapped to the corresponding BIL host and port.

Data entered into ARM integrates to the respective Epicor Company instance, and supported data entered into Epicor integrates into ARM.

### Enhanced UDF Functionality for Requisition Types (E7/10)

User Defined Field (UDF) functionality has been introduced and this now extends through to the Pro-Forma Order and Purchase Order screens in ARM. Support for Line-level data has also been developed.

After submitting a Requisition, data entered on the Requisition header or line, in any combination of one or more Custom Forms, can be viewed on the Requisition and Pro-Forma Order screens and editable on the Purchase Order screen. The UDF values can be changed at the Pro-Forma Order

stage (Lock for Edit function) which will flow through to the Purchase Order. With the new permission *Can Edit Custom Fields on PO*, the UDF values can also be changed on the Purchase Order directly.

## Support for Requisition Line Level Company Data (E10)

When *Line Level Locations* is enabled in ARM, the selection for Requisition Line Receiving and/or Ship Locations extends to multi-company.

## Custom UDF data available within Search Screens (E7/E10)

A new *Notes/Custom Data* field has been introduced for searching on all Requisition, Pro-Forma Order and Purchase Order screens. This field allows whole or partial string searching for Note and Custom UDF Form data present on either the Header or Line level in ARM.

## Search Attachments Feature (E7/E10)

A new Search Attachments feature now resides in the left hand menu. Documents (Requisition, Template, Pro-Forma Order and Purchase Order) can be searched by a whole or partial attachment filename string. The documents when retrieved in the Search results can be selected and loaded in ARM.

## Extended Entry Control Support for GL Natural Account (E10)

ARM now supports all entry control types for GL account segments. Validation for mandatory or optional entry is applied with GL account and reference selection in ARM.

This level of GL support does not yet extend to AP Invoice.

## Extended Requisition and Template Copy Option Support (E7/E10)

New Global Settings have been introduced to control the copy options available for Template and Requisition copying. The settings include *Copy Header Only*, *Fast Copy*, *Include Attachments*, *Include Custom Data* and *Include Notes*. Defining a Yes or No value for these will control the checkbox state of these options during the Requisition or Template copy process.

## 14 New Features and Enhancements in ARM 10.2.0

**Release Date: December 12<sup>th</sup> 2017**

### **Enhanced Material and Operation from Job/Assembly (E10)**

Material and Operation values from Job/Assembly has been enhanced with ease of selection and extended validation (to prevent incorrect values being selected for a Part/Item).

Two new Job Material and Job Operation options are available when adding new lines to a Requisition. When either is selected a search screen is opened that displays all Parts and their associated Job/Assembly/Operation data. The Requisitioner selects the required Part and Quantity and the line then generates with all the relevant values populated.

### **Support for UNSPSC Category Mapping (E7/10)**

ARM now supports the United Nations Standard Products and Services Code (UNSPSC) taxonomy for category mapping of Punch-Out lines.

The ARM Administrator defines category UNSPSC codes, either as a complete or partial segment code, against each ARM Category code (Dashboard> Categories screen).

When Punch-Out lines are added to a Requisition, the UNSPSC mapping will insert the relevant ARM Category code into each line respectively. If a Punch-Out item contains a UNSPSC code that does not match any of the configured codes against the ARM Categories, the Punch-Out default category code will be used instead.

### **Line Level Attachments (E7/10)**

Attachments are now supported at the line level within Requisitions, Templates, Pro Forma Orders and Purchase Orders. The 'View Attachments' permission is required to see this functionality.

The new Copy Options enhancement (also within the 10.2.0 Release) allows for including or excluding attachments when copying Requisitions or Templates.

### **New Permission – Auto-approve Own Documents (E7/10)**

A new permission has been added for approvers who are present within approval trees to be able to approve their own requisitions or invoices.

If an approver submits a document and they do not have this permission enabled, the relevant approval tree channels will be applied accordingly.

## User Requisition Limit Support on Approval Trees (E7/10)

A new setting under the Approval Tree Configurations has been added which will allow the User Requisition Limit logic to be applied to selected Approval Trees.

When this setting is enabled on an Approval Tree, a Requisition submitted with a value that falls within the Requisition Creator's User Limit will bypass the Approvals process entirely (automatic approval).

When multiple Approval Trees are in play, any that do **not** have this setting applied will still be triggered and applied to Requisitions that may fall within the User Requisition Limit boundary.

## Requisition 'Set GL Account' Function Change (E7/10)

The GL mask for Requisition lines can now be updated with the Set GL Account function. Previously this logic functionality overwrote the entire GL account string with the value applied to the lines.

If the resultant account or partial account is an invalid combination of segments for a line/s, the function overwrites the default segments with underscores.

Segment validation is also present prior to applying a partial GL code to the lines.

## Copy Options Enhancement (E7/10)

The Copy options for Requisitions and Templates has been extended to select any combination of *Header Only, Include Attachments, Include Notes and Fast Copy*.

If selected, 'Header Only' will simply copy the header information (including the Delivery details).

The 'Fast Copy' option will be enabled if this functionality has been configured on the Location.

All of these options are available on copying Requisitions and Templates to all the various documents (Requisition to Requisition/Template and Template to Template/Requisition).

## Handling for Zero Value Requisitions (E7/10)

The handling for \$0 lines within Requisitions is now configurable against the Document Type (located within the Approvals Maintenance section).

There are 4 options here; *Bypass Approval, Cannot Be Submitted, Require One Level Approval and Require Full Approval*.

Requisitions with a combination of lines will submit those with a currency value through the standard approval logic, leaving any other lines with a \$0 value to be handled simultaneously by this extra logic.

## AP Invoice Allocation (E10)

Users have the ability to modify the GL distribution values against AP Invoice miscellaneous lines in ARM. The AP approval process is applied to the first GL account that is listed within a line's GL distribution configuration.

## AP GL Budget (E10)

AP Invoice now supports GL budgets and the checking logic that is associated with this feature.

For AP miscellaneous lines, any status prior to Posted (Eg, Not Yet Submitted, Approval in Progress, Approved) will not show these amounts within the Budget 'Used' figure.

Also, the AP approval process for miscellaneous lines is applied to the first GL account that is listed within a line's GL distribution configuration (see **AP Invoice Allocation**).

## AP Exchange Rate (E10)

AP now supports currency Exchange Rates. The currency code can be altered on an AP Invoice header in ARM which will apply the current exchange rate. The rate can be overwritten manually if desired. Once lines are added to the Invoice, the currency code becomes locked on the header and is then no longer editable.

## AP Tax Enhancement (E10)

The tax on AP Invoices now supports editing on the header level. Tax calculation occurs from the Tax Liability but the percent, taxable amount and tax amount can now be manually altered as required.

## Email Improvements (E7/10)

A new email setting (*CC Purchase Order Email to PO Creator*) has been introduced to allow a CC (carbon copy) notification to be sent to the Purchase Order Creator when any PO is emailed to a supplier.

## Category Group Access by User (E7/10)

Users can now be granted access to any select Category Group configured within ARM, or all Groups if complete access is required. The "Access All Category Groups" checkbox controls this function within the User Detail screen.

Users with access to specific Category Groups will see inventory items assigned only to those respective category codes. Any category code search within ARM will also only allow access to the

granted codes (Eg, Search screens and the Category code field when creating Non-Catalogue Requisition lines).

## 15 New Features and Enhancements in ARM 10.1 SP9

**Release Date: 23 June 2017**

### **ARM Locations (E7/9/10)**

ARM now has its own Locations.

These locations can be configured much the same as Epicor locations but they must be mapped to an Epicor location.

When a Purchase Order is raised for an ARM Location, it will show the ARM location address and contact details on the PO Header in Epicor. The bins available for Receiving are sourced from the mapped location.

Transfers is also supported for ARM Locations.

### **Supplier Contact Role Code (E10)**

The Contact name and email values from the Supplier record in Epicor now integrate into ARM.

A new ARM Company Setting (*Supplier Email Contact Role Code*) can be either configured with a specific Role value from the Supplier Contacts in Epicor, or be left to use the Primary Contact information instead.

The Vendor in ARM will show the email address of the first contact within a Supplier that is assigned to the nominated Role. If no contacts under the Supplier are configured as the 'Primary Contact', the Vendor in ARM will list the name of the first contact present on the Supplier in Epicor.

This feature will enhance the flexibility around the email address used for sending out Purchase Orders to Suppliers.

### **Requisition Header Project/Phase Selection (E10)**

The Project/Phase values can now be entered on the Requisition Header. If selected, these values will be applied to all applicable lines within the Requisition.

### **Requisition Header Discount (E9/10)**

A Discount percentage value can now be entered on the Requisition Header. If selected, this value will be applied to all lines within the Requisition.



## Supplier Price List Discount Defaulting (E10)

The discount value from Supplier Prices is now supported. These values are visible under the Prices section of Catalogue Items.

The relevant discount (if any) is applied to the line during the Requisition creation stage.

## Email Notification Support for Integration Error Handling (E9/10)

Integration errors can now be emailed to a nominated email address (or collection of addresses). Configuration for this feature is found within the Error Handling section of the ARM IM Control Panel application.

Each time a record fails integration with an error, either on a first attempt or from a manually submitted re-try, an email is sent as an alert and contains the technical information (stack) as a Text attachment.

## Tolerance Checking (E7)

ARM Tolerance is now supported on E7 platform for Purchase Order Receiving (Unit Quantity checking only).

The ARM administrator can configure tolerance codes within ARM. When a receipt is created for a purchase order, tolerance is applied that can trigger either a warning or error when above/under unit quantity percent boundaries are hit.

Please note that E7 sourced tolerance is not supported at this time.

## Dynamic Segment GL Budget Checking (E10)

GL Budget Checking functionality now extends to Dynamic Chart segments.

GL accounts and any relevant dynamic segments with a budget attached will have the full checking methodology applied in ARM.

## Extended Table Maintenance – Transfer Entry Person (E9/10)

The value of the ARM 'entered by' information from ARM Transfers is now captured within the Epicor database.

Please refer to the ARM Installation Guide for the new table field applicable to your Epicor version.

## 16 New Features and Enhancements in ARM 10.1 SP8

**Release Date: 19 May 2017**

### **AP Invoice Integration (E10)**

Integration for AP invoices is now operational.

Please note the ARM AP functionality is licensed separately as an additional module to the product.

Users can create invoices with Miscellaneous lines and/or lines sourced from Purchase Order Receipts present in Epicor. ARM also has Tolerance Checking for AP invoices (functionality introduced in ARM 10.1 SP7).

The various status of AP invoices in ARM (*Not Yet Submitted, Submitted, Approval In Progress, Approved etc*) have reflected appropriate invoice/line stage movements within Epicor. When an invoice is created in ARM from the start and travels through to the Approval In Progress stage, it is integrated into a pending approval invoice group in Epicor (called ARMUNAPP). When the invoice is approved through to being posted it moves from the ARMUNAPP group into a final group. This final group is generated once daily and the naming convention is reflected as such (Eg, FA170519 indicates the ARM final approval invoice group for May 19<sup>th</sup> 2017).

ARM AP is bi-directional so invoices entered directly in Epicor are also visible and can be edited within ARM.

### **Support for Epicor Dynamic Segment Values (E10)**

Dynamic GL Segments are now supported in ARM. These are visible and can be populated during the creation of a requisition on the line details screen.

With relevant permission granted, users can also edit a pro-forma order and define dynamic segment data prior to creating the purchase order. This results in splitting the purchase order line to separate lines in Epicor with their respective dynamic segment values.

### **Receiving Tolerance Checking (E9/10)**

Tolerance checking functionality now extends into the Receiving area of ARM (both Quantity and Unit Cost criteria are included).

The ARM administrator can configure tolerance codes and assign Company, Category and Inventory Item data. When a receipt is created for a purchase order, tolerance is applied that can trigger either a warning or error when above/under percent or amount boundaries are hit.



## 17 New Features and Enhancements in ARM 10.1 SP7

**Release Date: 6 April 2017**

### **AP Get Receipts (E9/10)**

Creating an AP Invoice now includes the ability to add lines from existing Purchase Order receipts in Epicor. Once a receipt from a Purchase Order has been added to an AP Invoice in ARM, that document is no longer available for selection during any subsequent AP Invoice additions.

The pre-requisite for this functionality to operate is for a full integration process on both **Vendor** and **PurchaseOrder** jobs to be completed beforehand.

### **AP Matching / Tolerance (E9/10)**

ARM now has tolerance checking functionality within AP Invoices based on Quantity and Unit Cost criteria.

The ARM administrator can configure tolerance codes and assign Company, Category and Inventory Item data. When an AP Invoice is created from a PO receipt sourced in Epicor, tolerance is applied that can trigger either a warning, error or approval result when above/under percent or amount boundaries are hit.

### **User GL Restrictions (E7/9/10)**

Access to GL account masks can now be managed and controlled from a User/Role level.

To grant a user access to all account masks, a new checkbox now exists for selection on the User Detail screen called *'Access All GL Accounts'*.

The ARM Administrator can customise the account mask access within the Roles eg; Catalogue Requisitioner, Requisition Approver, Purchase Order Creator etc. Within each Role configuration, GL account masks can be added for accessibility or access exclusion.

### **Supplier Ship Via / FOB Code (E9/10)**

Supplier Ship Via and FOB information is now stored at the Requisition line level. These values present on the Supplier record in Epicor will integrate and default onto the Requisition line when that Vendor is selected.

The Pro-Forma Order stores this information on the header.

PFO Combining is enhanced with the introduction of this functionality. For example; a Requisition containing lines for the same Vendor with various Ship Via and FOB values will split to separate Pro-Forma Orders.

### **Support Bin Tracked Shipping/Receiving (E7/9/10)**

Items that are Lot/Bin tracked in Epicor 7 can now be shipped and received in ARM. This applies to items used within Purchase Orders and Transfers.

Support for this functionality on E7 environments is presently only from within ARM. Shipping and Receiving an ARM generated PO or Transfer in Epicor will be supported in a future release.

### **Drill-down Search Framework (E7/9/10)**

All fields with a search function attached now enable a full drill-down search. This opens as a separate dialog screen where the results can be scrolled through page by page.

## 18 New Features and Enhancements in ARM 10.1 SP6

**Release Date: 24 Feb 2017**

### Approval Workflow for Accounts Payable (AP) Invoices implemented (E9/10)

A specific **AP Approval Tree** and **Document Type Configuration** must be configured to enable AP Approval workflow, that is, to allow users to submit AP Invoices for Approval. Currently AP invoices are approved based on the General Ledger Account Code and any Reference code that is associated with that General Ledger account. Therefore, the only type of Approval Tree that can be selected for AP Invoices is a GL Approval Tree. The validation of the GL Account Code and GL Reference is set in **Document Type Configuration**, this can be set to **On Submit, First Approval** or **Final Approval**. Please note that the *integration* of AP Invoices will be implemented in a subsequent version.

### Upgrade Manager for data migration implemented (E7, E9/10)

If you are upgrading from a version of ARM prior to ARM 10.1 SP5 data will need to be migrated so that it is compatible with the enhanced Approvals Process. An **Upgrade Manager** executable file is provided with ARM 10.1 SP6. The Upgrade Manager needs to be run separately after the ARM installation. The file, **PBS.ARM.UpgradeManager**, is installed to this default location:

**C:\inetpub\ARM\UpgradeManager.**

When running this application set the correct **Server name** and arm **Database name**. A log file is produced and stored in **C:\inetpub\ARM\UpgradeManager\Logs**. The log file should be examined for any issues that may arise.

After upgrading to ARM 10.1.6 and running the Upgrade Manager (if required), ARM users will be in a position to progress any Requisitions, (with any status), that were not fully processed before the upgrade.

### Reminder - Upgrade Manager



**Users upgrading to ARM 10.1 SP6 from ARM versions 10.0 SP6 to ARM 10.1 SP4 must run the Upgrade Manager to migrate their data so that it will be compatible with the enhanced Approvals Process in ARM 10.1. SP6.**

**Users upgrading to ARM 10.1 SP6 from ARM 10.1 SP5 do not need to run the Upgrade Manager after upgrading because the enhanced Approvals Process was first introduced in ARM 10.1 SP5.**

## Support for Project Budgets and Cost Codes from Epicor CNS implemented (E10 only)

CNS stands for Contracts and Services. This is a module that is available in Epicor if clients have purchased the license for it.

- Allocating Requisition Lines to a Project, Phase and Cost Code
- Budget indicator by Project Budgets

## 19 New Features and Enhancements in ARM 10.1 SP5

**Release Date: 6 Jan 2017**

### Reminder - Upgrade Eligibility

ARM 10.1 SP5 is compatible with Epicor 10, 9 and 7.4 SP7.



**Users of Epicor can only perform a new installation of ARM 10.1 SP5.**

**Eligibility for upgrade is not available with this release but will be targeted for ARM 10.1 SP6.**

### Approval Operation (E7/9/10)

The Approvals Maintenance area has undergone a vast uplift in functionality and appearance. Approval trees can now be configured as a required tree independent of each other, and have their own approval configuration applied for any or all of the options 'Leap Frog Auto Approval', 'Assess Approval Limit in Individual Lines' and 'Skip Approval Steps under Required Approval Amount'.

Approval trees can now be copied and the copy edited as desired and then activated when the modifications are complete. This allows for no direct disruption to the ARM approvals system, enabling end users the ability to continue submitting their requisitions without suspension.

### Support for Individual Company report settings (E9/10 only)

Company Report settings can now be configured separately for each individual company in a multi-company ARM implementation. For example, one company may require their reports to have language, number and date time settings corresponding to United States standard (en-US), and another company may require language, number and date time settings for Australia (en-AUS). Support for additional language settings will be added to ARM on an ongoing basis with each new release.

### Support for SSRS Report Builder (E7/9/10)

Users can apply different formats for reports for each individual company in a multi-company ARM implementation using Microsoft SSRS Reports Builder. Following that the ARM Company Report settings can be configured to use those individual report formats when outputting reports. The ARM user simply browses to the correct path for the desired report and saves the setting.



## Support Transfer Expense Receipt from Epicor (E9/10 only)

When a transfer shipment is done in Epicor 10 and integrated into ARM, ARM will automatically receive and expense it if the setting for expense on destination at the location is enabled and the setting 'Auto Receive after Transfer Shipment' is also enabled.

The Precise BPM pack is required to be imported into Epicor and the BAQ-GetTFShipDtIRows-E10 imported also (note the name of this BAQ in Epicor must be 'GetTFShipDtIRows').

## Support Serial Track Items (E9/10 only)

Support for serial tracked items has commenced and is applicable for Purchase Orders only at this time. The serial number value entered into ARM must follow the serial format in Epicor. Validation in this area, as well as further support in receiving and transfers is scheduled in the next release (ARM 10.1 SP6).

## AP Invoice (E7/9/10)

Support for AP Invoice in this release allows users to create an invoice and upload/attach documents from a worklist bank to that invoice. Integration and approval workflow for this area of ARM will be coming in future releases.

## Enhancements

### *ARM Print Service Change*

The PBS ARM Print Service has been renamed to PBS ARM Task Agent.

## 20 New Features and Enhancements in ARM 10.1 SP4

**Release Date: 16<sup>th</sup> Sep 2016**

### Upgrade Eligibility

ARM 10.1 SP4 is compatible with Epicor 10, 9 and 7.4 SP7. Users of Epicor can perform a new installation of ARM 10.1 SP4 or upgrade from ARM 10.0 SP6, ARM 10.1, ARM 10.1 SP2, ARM 10.1 SP3. If your version is earlier than ARM 10.0 SP6 you will have to upgrade to ARM 10.0 SP6 before upgrading to ARM 10.1 SP4.

**If your BackOffice system is Epicor 9/10 and you have ARM 10.1 SP3, SP2, SP1, 10.1 or 10.0 SP6 you can do a direct upgrade to ARM 10.1 SP4. If your ARM version is earlier than 10.0 SP6 and you are upgrading to ARM 10.1 SP4 then you will need to upgrade to ARM 10.0 SP6 first and upgrade to ARM 10.1 SP4 from there.**

**If your BackOffice system is Epicor 7 you can upgrade to ARM 10.1 SP4 from ARM 10.1 SP3 or ARM 10.0 SP6. If your ARM version is 10.1 SP1 you will need to upgrade to ARM 10.1 SP2 then ARM 10.1 SP3 and then ARM 10.1 SP4. If your ARM version on Epicor 7 is earlier than ARM 10.0 SP6 you will need to upgrade to ARM 10.0 SP6 first, then you can go straight to ARM 10.1 SP4 from there.**

### Support for Buyer Mapping (E9/10 only)

The Buyer mapping functionality allows the ARM Purchase Order Creator on the ARM Approval Root Node of the Primary Approval tree only, to be associated with a specific Epicor Buyer. This Buyer ID will be set on the Purchase Order that is created with in Epicor.

There is a new setting to support this feature, Enable Buyer Mapping. When this setting is on an additional setting, Buyer Info, is displayed on the Root Node of the Primary Approval Tree on Dashboard / Approval Settings / (Primary tree, root node) Maintenance page.

**Notes:** The PO Creation IM job and the Buyer IM job need to run on the same BIL Instance as each other; and, the Epicor User Account used by the above BIL Instance needs to be configured as an authorized user for each Buyer record in Epicor. This is the Epicor User Name and Password combination used in the BIL Configuration Utility.

### Additional Approval settings (E7/9/10)

**Skip Approval Nodes Under Requisition Amount.** This setting can be enabled or disabled. When enabled it will apply to all of the active Approval Trees. If an approval user is configured to have an Authorisation Limit of 100 dollars and the requisition to be approved is over that amount, then

approval will pass up the chain to an approver who can authorise this amount. The user with the lower authorisation limit will not be presented with this requisition at all in any of their hyperlinks.

**Assess Approval Limit in Individual Lines.** This setting can also be either enabled or disabled. When enabled it will apply to all of the active Approval Trees. The approval process will be based on the individual line total amounts instead of the whole Requisition amounts.

## ARM now supports the Earliest Applied Date function in E10

**Epicor 10 > Financial Management > General Ledger > General Operations > Earliest Apply Date > Per Module/Transaction Type** allows the user to set a specific date. If this is configured ARM will use it in the following ways:

ARM Purchase Orders will not be allowed to be received on any prior date.

ARM Transfer Orders will not be allowed to be shipped or received on any prior date.

When an Expense line is entered the user can now select a specific date that the expense should be applied on. This date will not be allowed to be prior to the Epicor Earliest Apply Date.

## New Permissions (E7/E9/E10)

**Can Complete GL Account Code.** This permission allows the user to restrict the range of GL account codes that a user can add to requisitions.

To use the functionality:

- i. Set a Default Account Mask on the User Profile.
- ii. Switch off the Edit Own Requisition Catalog Item GL Account/ Edit Own Requisition Non-Catalog Item GL Account permissions.
- iii. Switch on the Can Complete GL Account Code permission.
- iv. Create a Requisition and edit the line. You will see that the user is restricted to the configured range of GL Account Codes. For example, if a user has a default GL Mask of 1000- they would only be able to change the GL Account Code on a requisition to one that begins with 1000.

**Create Own Purchase Orders.** This permission allows users to create a purchase order for items that they have requisitioned (naturally this will only be permitted after the Requisition has gone through the Approval Process).

**View Own Purchase Orders.** If a user has this permission the following will apply:

- i. They can see the POs search button and Receiving button as well as the dashboard items for these two searches.
- ii. The POs search results returns all POs that contain at least one line they have location access to

- iii. They can open/view all POs returned in the search results that contain at least one line they own.
- iv. When they open/view a PO, they can see all lines on the PO that originate from requisition lines they have created.
- v. They cannot receive any lines (unless they have receive permissions also).

**View Order Lines from Other Users.** This permission allows the user to see Purchase Order lines that have been created by other users as well as their own lines. The user can open/view all Purchase Orders returned in search results that contain at least one line that this user owns.

**View Other Users PFO Lines.** This permission allows users to view Pro-Forma Order Lines that originate from users other than themselves (assuming this user has created one of the lines on the PFO).

**Edit Pro-Forma Order Unit Price.** This permission allows users to edit the unit cost on a Pro-Forma Order.

## New Settings (E9/E10)

Group = **System**, Setting = Enable Buyer Mapping. When this setting is on additional configuration, Buyer Info, is displayed on the Root Node of the Primary Approval Tree on Dashboard / Approval Settings / (Primary tree, root node) Maintenance page.

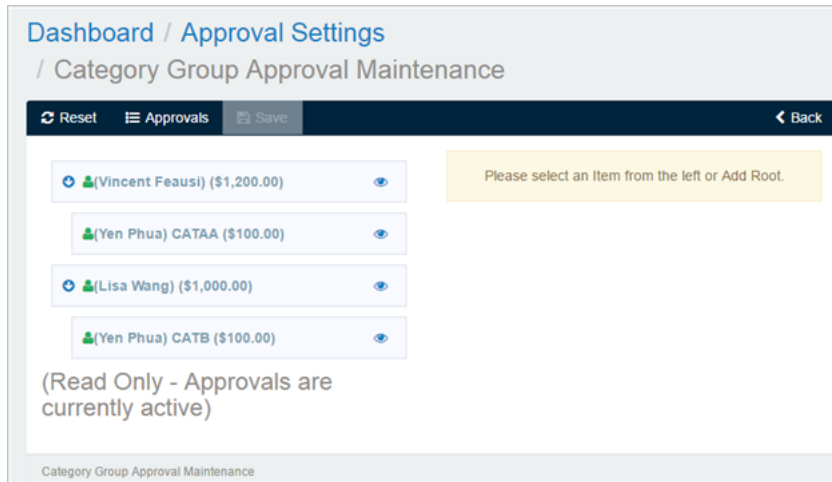
Group = **System**, Setting = **Primary Currency Code**. This setting will be automatically configured based on the base Currency of the Base Company configured in the BIL Configuration Utility – Epicor Company Information screen.

## Enhancements

### *Punch-Out functionality is now automatically included in the Install (E7/9/10)*

Punch-Out is now installed automatically. To use the functionality, the ARM license must include the **External Integration Suite Module**. The specific ARM user who will create Requisitions will need the permission to launch a punch-out website, and at least one Punch-Out website must be configured before the Punch-Out option is displayed when creating a Requisition.

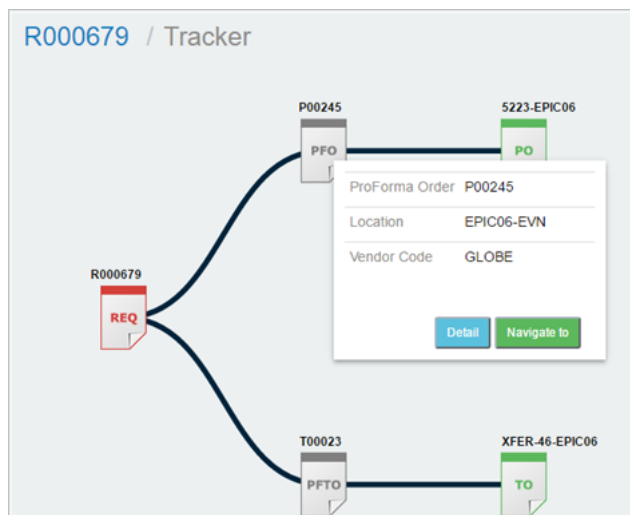
**Approval trees have a new layout (E7/9/10)**



Button icons have replaced the old functionality, hover over the icons to see the tool tips for **Edit this node**, **Add a child node to this node**, **Delete this node**, **Delete this node and its children**.

Also, you can now drag and drop nodes to a new destination in the tree. When the node is in its new position and the change has been saved the data on each node will be re-validated and any discrepancies indicated to the user.

**Tracker pages have a new layout (E7/9/10)**



Click on a node to bring that node into focus, or right-click and select **Navigate to**. Right-click and select **Detail** to be taken to the detail page for the Requisition, Pro-Forma Order or Purchase Order.

**Vendor UOM is displayed directly from website (E7/E9/E10)**

If items are requisitioned via a Punch-out website and the Unit of Measure (UOM) on the website is one that does not exist in ARM, ARM will now display the Vendor website UOM on the Purchase

Order Report and the Docket Report. This functionality works differently on Epicor 7 and Epicor 9/10.

Epicor 7: The Vendor UOM from the punch-out website is displayed on the ARM Purchase Order report only.

Epicor 9/ 10: ARM will check the UOM from the Website against the e7Limitation database, if no match is found there the UOM Mapping section on the Punch-out configuration page is checked next, if no match there either then the Default UOM from ARM Settings is used. However, even if the Default UOM has to be used on the Requisition, Pro-Forma Order and resulting Purchase orders (including the Epicor Purchase Order), ARM will store and display the UOM from the website on the Purchase Order Report and the Docket Report. If the UOM from the website does exist in the ARM e7Limitation database then the website UOM will be used on the ARM Requisition, Pro-Forma Order, Purchase Order (and Epicor Purchase Order), as well.

### ***Special characters are now supported in ARM Inventory Item names (E7/E9/E10)***

This means data containing special characters can now be integrated to and from Epicor. For example, Part numbers created in Epicor that contain any special characters in the Part ID field will now integrate and search fields in ARM will cater for special characters also.

### ***Enhancements to consolidate Permissions (E7/E9/E10) Gem 9928***

**Receive all Purchase Orders.** This permission has been refined. If a user has the permission the following will apply:

- i. They can see the POs search button and the Receiving button as well as the dashboard items for these two searches.
- ii. The POs search results returns all POs.
- iii. They can open/view all POs returned in the search results.
- iv. When they open/view a PO, they can see all lines on the PO and they can receive all of those lines.

**Receive Purchase Orders in Accessible Locations.** This permission has been refined. If a user has the permission the following will apply:

- i. They can see the POs search button and the Receiving button as well as the dashboard items for these two searches.
- ii. The POs search results returns all POs that contain at least one line they have location access to.
- iii. They can open/view all POs returned in the search results that contain at least one line they have location access to.
- iv. When they open/view a PO, they can see all lines on the PO that they have location access to and they can receive those lines.

**Can Receive Own Purchase Orders.** This permission has been refined. If a user has the permission the following will apply:

- i. They can see the POs search button and the Receiving button as well as the dashboard items for these two searches.
- ii. The POs search results returns all POs that contain at least one line they have location access to.
- iii. They can open/view all POs returned in the search results that contain at least one line they have created.
- iv. They can receive their own lines, i.e. lines that they have created.

**Print Purchase Orders.** This permission has been refined. If a user has the permission the following will apply:

- i. They can print a PO provided they can see all the lines on a PO [(View Order Lines from Other Users) or (Can Receive Own Purchase Orders) or (Receive all Purchase Orders) or (Receive Purchase Orders) or, this user actually owns all the lines on the PO].

## 21 New Features and Enhancements in ARM 10.1 SP3

**Release Date: 23<sup>rd</sup> June 2016**

### Support for upgrade from ARM 10.0 SP6 (E7/ E9/E10)

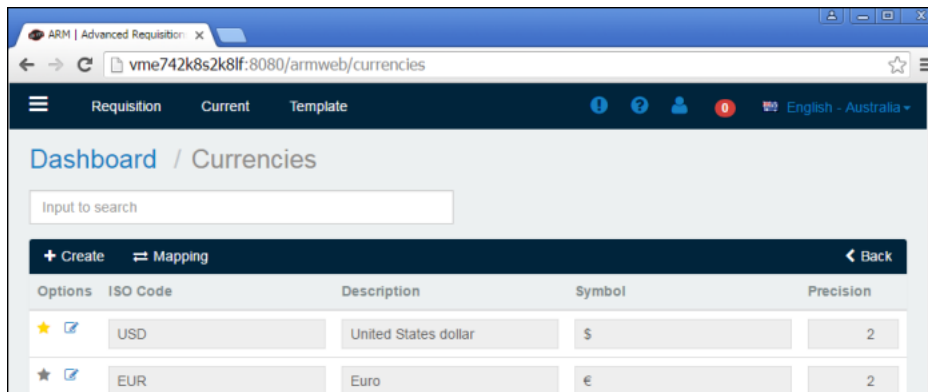
ARM 10.1 SP3 is now compatible with E7.4 SP6+ backend. If upgrading from any version of ARM prior to 10.0 SP6 users must upgrade to ARM 10.0 SP6 first, then upgrade to ARM 10.1 SP3.

### Support for Multi-Currency (E9/10 only)

In ARM there is a new section called Currencies on the home Dashboard in the Administration section. This section must be configured before multi-currency features can be used.

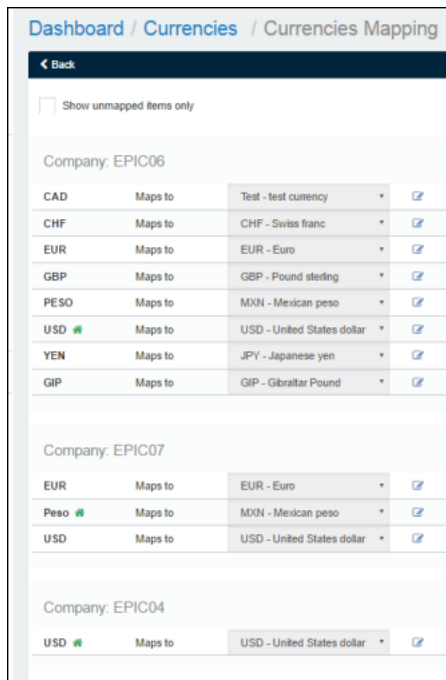
It is very important to have a primary currency specified. The primary currency will be used as the base currency for the Approval Tree(s) and for any Budget Checking.

The Base Currency of the Parent Company in Epicor is assumed as the Primary Currency in ARM. The Primary Currency in ARM is indicated by a yellow star icon on the Dashboard / Currencies page.



The Base Currency for each Company in ARM is taken from the BackOffice system, Epicor 9 or Epicor 10. The Base Currency for each Company is indicated on the Dashboard / Currencies / Currencies Mapping page by a green indicator icon.





On Dashboard / Currencies page you can create a new ISO Code in ARM and then map it to an Epicor Currency Code on the Mapping page. On the Mapping page the currency codes on the left of **Maps To** have been imported from Epicor. The ISO Codes on the right in the drop-down list are populated from Dashboard / Currencies. Each Epicor currency must be mapped to a suitable ISO Code for the functionality to work. ARM requires that Epicor currency codes are mapped to ISO Codes because the ISO Codes are assumed to be the international standard, for example the Euro currency might be configured in Epicor as EURO but the international standard is EUR.

There is a new Permission related to Multi-Currency: **Edit Requisition Currency Info**. This permission enables the user to edit the currency code and exchange rate of a requisition line. This permission should only be given to a super user as it means that that user can change the Currency and the currently applicable exchange rate on any requisition line. Requisition users will not normally require this permission because when they select the Vendor on a line that Vendors' currency and the currently applicable exchange rate will be automatically added. If the currency or applicable exchange rate needs to be modified it should be done by the super user who has the **Edit Requisition Currency Info** permission.

If a new Currency needs to be added because there is a vendor using a currency that does not yet exist in Epicor the following process should be followed:

1. The Currency Code and associated exchange rates should be configured in Epicor. Please note that any changes to exchange rates are cached for one hour by Epicor and therefore the change to exchange rates will not be visible/applied in ARM until that time.

2. A new ISO Code should be created in ARM on Dashboard / Currencies using the Create functionality
3. The new Currency should be mapped to the appropriate ISO Code on Dashboard/Currencies/Mapping

**Requisition:** a Requisition user should not ordinarily need to change the Currency Code or the Exchange rate on a requisition line. The currency code on the Requisition line will be the currency code that is set on the Vendor. The foreign currency amounts are displayed on the individual lines in the Unit Cost, Final Unit Cost and Extended Cost fields. The total on the Requisition remains in the Company's base currency. Note that the exchange rate displayed in the Currency dialog box on the Requisition line in ARM may look different to that defined in Epicor if the exchange rate has been defined as a Cross Rate in Epicor.

**Blanket Order:** The Blanket Order's currency will be based on the Vendor's currency.

**Pro-Forma Order:** Pro-Forma Orders display the lines and total in the foreign currency. The currency code is displayed on the header with the effective exchange rate in relation to the base currency for that Company. Requisition lines with different currencies are split out to separate PFOs in addition to the PFO Combining setting. If the currency code needs to be changed at this stage it is done on the header via the Currency Code field.

**Purchase Order:** The resulting Purchase Order displays the lines and total in the foreign currency also.

**Transfer Order:** The resulting Transfer Order ignores multi-currency, if there are different currencies on a Transfer Requisition the individual lines will not be separated out as they are for Purchase Orders.

## ARM Notification functionality now incorporated within ARM (E7/E9/E10)

The notification service is now installed automatically with ARM 10.1 SP3. Notification options are now available on the ARM Dashboard via the **Notification Settings** option in bottom right corner. Please note that the new UI does not contain settings for a Database Connection because the database connection information is already stored and configured during the ARM installation.

The settings configured via this option are also available in Settings > Group = System Scheduled Tasks. Changes to the individual options can be applied in either section.

## Support GL Reference Code defaulting hierarchy (E7/E9/E10)

A new setting has been added, GL Reference Sequence, to automatically determine the sequence in which GL Reference Codes are applied to Requisitions. This hierarchy further automates the setting of default GL Account and GL Reference Codes on a requisition making the creation of a Requisition

easier for the user as they will not have to search for existing/matching GL Reference Codes when creating Requisition lines.

ARM will only ever add the GL Reference Code to a Requisition line if the GL Reference code matches the GL Account code that is already on the line.

The supported values are: User, Location, Category, and Vendor.

For example, if your defaulting sequence is set up as in this capture you would expect the Requisition to take the GL Account from the logged on User Details and the GL Reference Code from the Vendor details. ARM checks if these two items are a match, if so they are put on the Req, if not ARM will use the GL Account from the logged on User Details and go through the GL Reference Sequence to try and find a matching GL Reference Code, i.e. Vendor, Location, Category, User.

The screenshot shows a web interface with a dark blue header containing 'Requisition', 'Current', and 'Template'. Below the header is a breadcrumb trail 'Dashboard / Setting Maintenance'. There are two input fields: a dropdown menu with 'All' selected and a text box containing 'gl'. Below these is a table with the following data:

#	Setting	Group	Value
1	GL Account Code and Reference Code Validation	System Administration	Submit
2	GL Account Mask Sequence	System	User,Catalogue Item Location,Category,Location,Vendor,Inventory Item Posting Code
3	GL Reference Sequence	System	Vendor,Location,Category,User
4	Show GL Account Code	Line Display	Yes
5	Show GL Account Description	Line Display	Yes

**Please Note:**

**Any changes made to the Requisition after the initial default GL Account and GL Reference (if applicable) are added will make the defaulting invalid.**

**If the Requisition Creator user has the User Segments Override Defaults checkbox ticked, then the GL Account and GL Reference (if it matches the GL Account) will be defaulted from the user details.**

**The value Catalogue Item Location is not supported in ARM version 10.1 SP3. Support for this value will be added in a later version of ARM.**

**Support for direct Purchase Discounts (E7/E9/E10)**

Purchase discounts can often be negotiated with suppliers. ARM now has the functionality to allow users to enter a discount percentage on Requisition lines. A new *Setting*, **Enable Purchase**

**Discount**, and a new *Permission*, **Edit Purchase Discount Info**, have been added to support this functionality.

When the *setting* **Enable Purchase Discount** is set to Yes an extra field, **Discount %**, is displayed on the Requisition line and extra fields are displayed on the resulting Pro-Forma Orders and Purchase Orders to display the discount percentage that has been applied.

The logged on User will need the *permission* **Edit Purchase Discount Info** to be allowed to edit the Discount (%) field.

Reports have been updated to reflect the Discount % also.

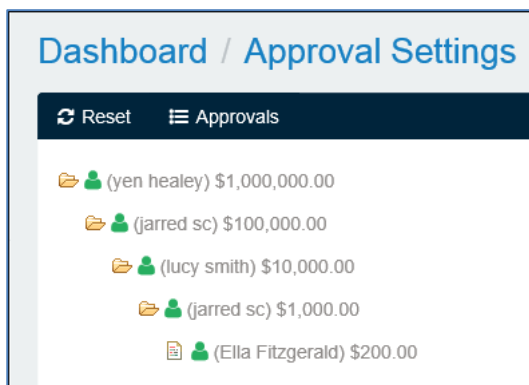
## General Enhancements

### *Leapfrog vs Advance Approval (E7/E9/E10)*

These two functions have been separated out.

#### *Leapfrog*

Enable Leap-Frog Approval is still on the Dashboard / Approval Settings screen and can be enabled or disabled. This functionality allows for Approval Trees where the same Approver may be on different nodes with different limits and so the nodes in-between could be *skipped* or *leapfrogged* over. In this example the user **jarred** appears twice on the tree. Assume that Leapfrog is enabled. If a Requisition for \$50,000 is approved by **Ella** it will come to jarred for approval. If **jarred** approves the Requisition it will not be sent to **lucy** because ARM will assume that it is the **jarred** node with the limit of \$100,000 who has approved the requisition and therefore the requisition requires no further approval.



#### *Advance Approval*

A new *Permission*, **Can Perform Requisition Advance Approval**, has been added. This permission will enable the user to Approve or Reject any requisitions assigned to them in advance of other

users lower down in the Approval tree. Using the same Approval tree as above, a Requisition for \$300 would be available to **jarred** (\$1000) for advance approval even if **Ella** has not approved it.

### ***Enhanced integration of Vendor contacts details (E9/E10)***

When using a Vendors email address, for example to email Purchase Orders, ARM will now use the email address that is marked as the Primary Contact on the Vendor (Supplier) record integrated from Epicor. If there is more than one contact and no *Primary* Contact, ARM will use the first Contact listed on the record in Epicor. ARM will also integrate contacts who are marked as Inactive in Epicor for continuity purposes, however inactive contacts will not be visible in the ARM user interface.

### ***Support for Vendors to be Inactive in ARM only (E9/E10)***

Sometimes a Vendor may need to be Inactive in ARM, so that no new requisitions can be raised against this vendor, but remain Active in Epicor, so that Accounts Payable invoices can still be raised there for the vendor. To support this ARM will now maintain two separate Active Flags, one in the ARM database and one in the Epicor tracking database. To summarise:

If a Vendor is set to Inactive in ARM it will remain active in Epicor. This vendor can be reset to Active in ARM at any time.

If a Vendor (supplier) is set to Inactive in Epicor it will be Inactive in ARM also and cannot be reset in ARM. The record can only be reset to Active in Epicor.

### ***Support for Internal Notes to be added to closed Purchase Orders. (E9/E10)***

Users can add a note to a closed Purchase Order. Please be aware that this note will not be integrated into Epicor.

### ***Fixes in this version***

#### ***Epicor 9/10***

1. Promise Date is not set in Epicor 9/10.
2. Upgrade from ARM 10.0 SP6 supported.
3. Vendor email. If Auto Email ticked but no vendor email address exists the user will be given a warning.
4. Approve in Advance has ability to do Quick Approve/Reject.

#### ***Epicor 7.4***

1. Direct upgrade from ARM 10.0 SP6 is supported.
2. Vendor email. If Auto Email ticked but no vendor email address exists the user will be given a warning.

3. Approve in Advance has ability to do Quick Approve/Reject.

## 22 New Features and Enhancements in ARM 10.1 SP2

**Release Date: 13<sup>th</sup> Apr 2016**

### Support for upgrade from ARM 10.0 SP6 (E9/E10 only)

Please note that ARM 10.1 SP2 is not suitable for Epicor 7 backend.

Users of ARM 10.0 SP6 on Epicor 10 or Epicor 9 backend can now do an upgrade to this latest version of ARM. Please talk to your ARM consultant before undertaking an upgrade.

### Support for GL Account segments with variable length (E9/E10 only)

GL Account code segments in Epicor can be configured to have variable lengths.

For example:

1000-000-00

1000-00-000

1000-00-0000

1000-00-0000

ARM has been enhanced to provide support for this configuration. An Epicor company that has GL Account Codes with variable length segments can now be integrated with ARM 10.1 SP2.

### Date /Time stamp added to Approval History (E9/E10 only)

Once a Requisition has been approved by at least one approver the lines in the requisition will have a green coloured App button. If you hover over this button information about the approval is displayed in a hint:

The screenshot shows a table titled 'Line Items' with the following data:

#	Item	Vendor / Supply Loc.	Quantity	UOM	Unit Cost	GL Account	Status
1	00C3	GLOBE	100	Single Unit	\$ 111.99	1000-00-00	App Tax Acc Ref

Submitted: 14/04/2016 9:36:24 TT Approved: 14/04/2016 9:42:53 TT  
 Modified by arenaiben on 14/04/2016 9:36:24 TT

The 'App' button tooltip displays the following information:

```

Requisition Line 1
GL-Account Approvals:
1, admin admin - 14/04/2016 9:42:53
TT: Manual Approval
Location Approvals: NONE
Category Approvals: NONE
    
```

### PFO auto expands lines with invalid GL data (E9/E10 only)

If the setting GL Account Code and Reference Code Validation is set to PO Creation then in theory the Pro-Forma Order can be created with an invalid GL Reference Code. ARM will now automatically expand any lines on a Pro-forma Order that have invalid GL Account Reference codes. To correct the data the user should select Lock for Edit on the Pro-forma order and correct the data before creating the Purchase Order.

Line Items					
#	Item	Quantity	UOM	Unit Cost	Status
1	00C2A	113	Single Unit	\$ 0.00	<span style="color: green;">Tax</span> <span style="color: green;">Note</span>
#	Quantity	Release Date	Due Date	Status	
1	113			<span style="color: green;">Acc</span> <span style="color: red;">Ref</span>	

### Internal Notes notification displayed on Requisition and PFOs (E9/E10 only)

A red indicator has been added to Requisitions and Pro-forma Orders. The indicator shows a count of the number of notes attached to the form, both Internal and External notes are included in the count. Note: a Requisition can have many Internal notes but only one External note.

### Support for Receiver to update a PO Receipt Line unit cost (E9/E10 only)

Receivers may need to change the unit cost on Purchase Order lines for a variety of reasons. A new permission has been added to allow a Purchase Order Receiver to edit the unit cost on a line when items are being received. The permission is titled: **Override PO Receiving Unit Cost**. If your business already has an ARM Role configured for Purchase Order Receivers and you would like your Receivers to have this ability then the ARM Administrator should tick the checkbox for this permission in Dashboard / Roles / Receiver (Role). If this permission has been enabled for a user they can expand the Purchase Order line to see the enabled Unit Cost field. The receiving process would then be to enter the number of items in the Receive field, enter the new price in the Unit Cost field, select a Bin number in the Receive Bin field and then click the Post button at the top right.

**Note:**

In Epicor 9/10 the checkbox for **Allow update of Supplier Price when Receiving** must be ticked. This option is on **Company Configuration > Modules > Materials > Shipping Receiving** in the Supplier Price Defaults section.



## **ARM Searches return most recent item first (E9/E10 only)**

Requisition, Pro-Forma Order and Purchase Order searches now list the most recent document first. Note that for Multi-Company environments searches are ordered by Company ID **ascending** then document number **descending**.

## **Hyperlinked Notification for Blanket Orders ready to be released has been added to the Dashboard. (E9/E10 only)**

## 23 New Features and Enhancements in ARM 10.1 SP1

### Release Date: 10<sup>th</sup> Mar 2016

Note that ARM 10.1 SP1 is compatible with Epicor 10, Epicor 9 and Epicor 7.

### Support for Epicor 7.4

ARM 10.1 SP1 is compatible with Epicor 7.4 SP7.

### Multi-Language support

A language pack can be added in for any required language. Please contact Precise Support. The language packs that are currently available are visible in the language drop down in the top right corner of the ARM website.

### Support for Multiple Chart of Account structures

ARM now supports different companies having different Chart of Account structures in Epicor. For example your main company may have its GL Accounts structured like this: 0000-00-00, but additional companies may have their GL Accounts structured like: 000-000-000. This support is transparent for ARM users. Users specify a Main Company and Additional Companies when BIL for ARM is implemented and the rest is taken care of in the background.

### Support for Blanket Orders (E9/E10)

A Blanket Order in ARM is a combination of these two interpretations:

1. A Purchase order the customer makes with a vendor which defines a pre-approved, capped expenditure limit within a specified time frame.
2. A Purchase Order the customer makes with a vendor which defines a pre-approved, rate agreement during a specified time frame.

To create a Blanket Order in ARM the ARM user creates a Requisition and ticks the Blanket Order checkbox. This process will create a Requisition with one non-catalogue Requisition line for an amount specified by the user with a specific Start and End date also specified by the creator. The requisition creator adds the appropriate details to the line and submits the Requisition for approval where it follows the normal approval process.

Three new permissions have been added to facilitate Blanket Orders:

- Create Blanket Order Requisitions
- Can Release Blanket Order
- Can Close Blanket Order

## Support for Splitting the GL account on Pro-Forma Order lines (E9/E10)

This functionality will allow multiple *Line Releases* to be created against each Purchase Order line and also enable the user to specify an individual GL account code for each Release. This functionality mirrors what can be done in Epicor.

The splitting of the Purchase Order lines is carried out on the Pro-Forma Order when it is **Locked for Edit** and reflected on the Purchase Order itself once it is created.

## Support for Users with the same default location to share templates (E7/E9/E10)

A new permission titled, **Edit All Requisitions (Location Access)**, has been added. This permission allows users who have a set default location to be able to use and maintain Templates from any location as long as that user also has access to those other locations. For example, a User may have access to all Locations, and also have a default Location code set. This user would then be able to use and / or edit Global Templates from any location.

## GL Approval tree expanded to include GL Reference Codes (E7/E9/E10)

GL Reference Codes can now be set directly on the GL Account Approval tree. If no GL Reference code is configured on the tree then the GL Account Approvals will work as previously.

## Support for Editing the GL Account code on the Location of an Inventory Item for Transfers only (E9/E10)

This functionality gives ARM users more flexibility to control the GL Account for the Receiving Location when an Inventory Item is transferred. A new permission has been added to allow a user to edit this data, **Edit Catalogue Item Location GL Mask**. When a user has this permission an extra field and checkbox are enabled on the Catalogue Item Location details, namely the Override GL Account Transfer Mask checkbox and the GL Account Transfer Mask field. To enable the functionality the user should tick the checkbox, select an appropriate GL Account Transfer Mask and save the changes.

## Approval Settings expanded with Leap-Frog Auto Approval switch

If Leap-Frog Auto Approval is enabled Approvers will be able to do Advance Approvals. If the setting is disabled no Advance Approvals or Advance Rejections can be carried out. Naturally the Approval Tree would have the appropriate nodes built in when the tree is constructed. This setting is on **Dashboard / Approval Settings**.

## Delegation enhancements:

### *Delegation history is now recorded and saved for Audit purposes (E7/E9/E10)*

This data is saved to the Audit table in the ARM database. The information can be extracted for Audit purposes at any time. This history details the Role that was delegated, the names of the Users delegated To and From and the From and To dates for the length of the delegation.

### *Email alert on Role Delegation (E7/E9/E10)*

A new Setting *Email System Administrator on Delegation Updates* has been added to support this functionality. When a Role is delegated and this setting is **Yes**, an email will be sent the email address(es) configured in the Setting *System Administrator Email Address*. An *Email From Address* must also be configured.

## Support for Bank Account Capture Details (E9/E10)

Additional Bank Account information can now be captured in ARM as part of the One Time Vendor information that is entered at the point of Requisition line entry. Details captured are:

- Create Bank/ Remit-To checkbox (Instructs Epicor to create a new Bank Record)
- Name for the Bank Account
- BSB
- Bank Account Number
- Branch Code
- Branch Description
- Payment Method

If these fields are populated in ARM they are integrated to Epicor at Purchase Order integration creating a new Bank/Purchase Point (Remit To) for the One Time Vendor with the following Mappings. This data can be seen in Epicor via *Supplier Maintenance > Purchase Point* tab and the Bank details that have been added for the Purchase Point can be viewed on the *Banks* tab.

### **ARM One Time Vendor**

### **Epicor Bank/Purchase Point(Remit to)**

Purchase Point ID / Bank ID automatically generated in Epicor

OTV Name	Bank Name / Purchase Point Name
Payment Method	Bank Payment Method
Bank Account No	Bank Account
Bank BSB/Swift	Bank Identifier
Bank Branch Code	Bank Branch Code
Bank Branch Description	Bank Branch (Description)
Bank Branch Bank Name	Bank Branch Name
Address (already captured in OTV details)	Purchase Point Mailing Address.
OTV Country	Bank > Pay To Information > Country. Other details for Pay To Information populated in Epicor.

### Export feature on Search screens supports column values that contain commas (E7/E9/E10)

For a Requisition that has more than one Vendor the exported csv file now displays multiple vendor names in one column separated by the '/' character. Please note that the setting *Show Vendor Description* must be set to *Yes* to facilitate this feature. For example:

"R00085,EPIC06-CHI,Global Supplies/AB Electronics,Ben Goode,9/10/2015,Saved,3984.2,0"

### Purchase Order screen displays AP Payment Method information (E9/E10)

New fields displayed on the Purchase Order header in ARM, **Pre-Paid** checkbox, **Payment Type** and **Payment Reference**. These fields will only be displayed if relevant data has been entered when the Requisition was created.

#### Epicor 9

On the Epicor 9 backend this data can be extracted from the Epicor database, POHeader table. See the ARM Installation Guide – ARM Configuration for details of the fields.

#### Epicor 10

On the Epicor 10 backend custom fields must be configured in the POHeader table to store this data. This is done via *E10 > Extended UD Table Maintenance*. See the ARM Installation Guide – Extended UD Table Maintenance section for details on the setup of these fields.

## Support for Shipping Method to be added to Requisitions/Purchase Orders (E9/E10)

ARM users can now select a Ship Via code, if known, when creating a requisition. This shipping method is carried through to the Purchase Order and integrated to the Purchase Order Header in Epicor.

## Support for External Transmission of Attachments (E7/E9/E10)

This functionality will apply when POs are configured to be emailed directly to a Vendor/Supplier. When an Attachment is added to a Requisition the new checkbox labelled *Can Be Transmitted* can be ticked to enable this functionality. This will result in the Attachment flowing through to the resultant Pro-Forma Order and Purchase Order. From there it will be attached to the email that is sent to the Vendor/Supplier.

Please Note: When this checkbox is ticked the resultant PFO will not be combined with any other PFO regardless of the PFO Combining setting.

Settings required for this functionality are:

- Auto Email checkbox on the Vendor record must be ticked.
- ARM > Settings > ARM URL, Attach PO to PO Creation Notification Email, Auto Email From Email Address, Auto Email Purchase Order Report (Path for the report), and SMTP Server.
- The attachment must be attached to the Requisition and marked as Can Be Transmitted before the Requisition is submitted.

## General Enhancements

### *GL Reference Code Description displayed on the line in ARM (E7 only)*

The GL Reference Code and Description will be displayed when a user hovers over the Ref button on a Requisition line if the *Default Account Mask* and *Default GL Reference Code* combination has been configured on the details page of the user who created the Requisition.

### *Requisition Name field has been added (E7/E9/E10)*

When a Requisition is created a Name can be added and used for searching when locating the requisition at a later stage.

## 24 New Features and Enhancements in ARM 10.1

### Release Date: 18<sup>th</sup> Dec 2015

Note that ARM 10.1 is compatible with Epicor 10 and Epicor 9 only.

### User Interface Enhancement - Transition to Web Based interface

ARM 10.1 represents a huge change to our software look and feel retaining all the functionality that has been built into ARM over the many versions. The web based interface is much more intuitive for today's users who are already familiar with internet browser software. ARM 10.1 works with Google Chrome, Apple Safari, Mozilla Firefox and Internet Explorer.

### ARM Reports enhancement SSRS

ARM Reporting has been enhanced to use Microsoft SQL Server Reporting Services. SQL Server Reporting Services (SSRS) needs to be installed on the server and pre-configured before it can be used with ARM 10.1. If your company already has an Enterprise, Standard or Express edition of SQL server running then SSRS is freely available, no need to purchase any additional software. SSRS provides better performance and ease of use for ARM reports. Please see the ARM Installation guide for details on connecting to SQL Server Reporting Services.

## Support for Windows and Forms user authentication

Post 10.0 SP6 there is a new user authentication concept called Forms.

When you upgrade from ARM 10.0 SP6 to a suitable ARM 10.1+ version all the users in ARM 10.0.6 remain intact and can continue to use Windows authentication.

However, in order to use the Forms authentication, the client must populate the Username and Password on each user as below:

The screenshot shows a user update form with the following fields and values:

- User Name\*:** Application User (highlighted in yellow)
- Password\*:** [Redacted] (highlighted in yellow)
- Password Confirmation:** [Redacted] (highlighted in yellow, with a red arrow pointing to it and the text "Forms authentication")
- NT User Name\* (cannot be changed once set):** NTCian (highlighted in pink)
- First Name\*:** Cian
- Last Name\*:** Cian
- Email Address:** cian@hotmail.com

The screenshot shows the ARM login page with the following elements:

- Header:** ARM - Advanced Requisitions Management
- Status:** Windows Authentication is enabled.
- Buttons:** "Log in using Windows credentials" (green), "Sign me in" (grey)
- Text:** "Users can switch to Windows auth if they choose and have this implemented." and "Uses the Forms authentication method."
- Form:** "Please input your authentication credentials" with fields for "Account" (with a red arrow pointing to it) and "Password".

## Reminder of General ARM Functionality

ARM 10.1 functionality includes but is not limited to the following, based on individual User Roles and permissions ARM enables your organisation to:

- Create Requisitions for either Purchase Orders or Transfer Orders. The items added to requisitions can be from a defined list of Catalogue items or if it is a one-off item (Non-Catalogue) then the Item fields allow free text descriptions.
- Select from pre-defined Roles for users of ARM or create your own new Role. User Roles are based on a set of Permissions. The more Permissions a Role has the more the user who is assigned this Role will be able to do within the ARM system. For example, the pre-



defined Role of Catalogue Requisitioner has 19 permissions out of a possible 77, i.e. enough permissions to create a requisition using items from the pre-defined Catalogue only.

- Requisitions can be from an approved Vendor list, a One-Off Vendor, or a Vendors website via ARM PunchOut functionality.
- Specify whether ARM should perform Budget Checking. Budgets are configured in the Epicor Back Office system and integrated into ARM. Budget checking is performed against specific General Ledger account codes. Budget Checking Rollup can also be configured, this is when the budgets for a number of General Ledger account codes are combined to create an overall budget figure to be checked against. When budget checking is configured users will get a warning on the Requisition line.
- Specify whether Payment Methods should be displayed on Requisitions, if so then the requisition creator can select a payment method that has been integrated from the Epicor Back Office system. A Payment Method Reference is optional.
- Configure Requisitions to be automatically sent to Vendors once the Purchase Order has been created.
- Revise Requisitions to add, edit or replace lines if necessary.
- Review Requisitions, that is, withdraw them from the Approval Process until satisfactory updates or queries about the requisition have been resolved.
- Re-Submit Revised and/or Reviewed requisitions to put them back into the Approval Process.
- Have Requisitions automatically combined at the Pro-Forma order stage based on Vendors or destination Locations, a combination of both of these, or no combining to be performed at all.
- Configure email notifications for many processes within ARM, for example when Requisitions are waiting for Approval, Pending Revision, or Pending Review; when Pro-Forma Orders are waiting for Purchase Order Creation; when Purchase Orders/ Transfer Orders are waiting to be received.
- Build Approval Trees consisting of one or more nodes. Create Approval trees based on Approver Authorisation Limits plus destination Locations, General Ledger account codes or product Category Groups. Use single Approval Trees, i.e. Either Locations, General Ledger or Category Groups, or use a combination of these trees. General Ledger Trees can be built using a combination of included and excluded account codes.
- Approve Requisitions.
- Ability to Delegate Approvals if users are temporarily unavailable.
- Create Pro-Forma Orders before final approval. Pro-Forma orders can still be rejected or edited if necessary.
- Create Purchase Orders from approved Pro-Forma orders.
- Configure Purchase Orders that are emailed to Vendors so that a signature and/or Company logo is displayed on the Purchase Order.
- Dispatch Purchase Orders to Vendors and Transfer Orders to other company locations.

- Receive Purchase Orders/Transfers.
- Manage all workflows for the Requisitioning, Notification, and Approvals processes. Notification schedules are maintained in the ARM Notification Service Control Panel that is automatically installed with ARM 10.1.

## 25 New Features and Enhancements in ARM 10.0 SP5

**Release Date: 12<sup>th</sup> Aug 2015**

### **Support for Multiple Chart of Accounts (E9/E10)**

If ARM is used in a multi-company environment there may be a requirement for more than one Chart of Accounts to be configured in Epicor. Additional configuration is required when BIL is installed if this option is to be used.

**Note:** The structure of any additional Chart of Accounts must be exactly the same across multiple companies.

### **General Enhancements**

#### ***Enhancements to Purchase Order Receiving (E7/E9/E10)***

The Purchase Order Search screen allows users to receive multiple Purchase Orders at once. A Receipt Note line is now displayed when the user ticks the Receive checkbox on any line. The user can add a Receipt Date and Receipt Note to each individual Purchase Order.

#### ***'Created by' username displayed on review notes (E7/E9/E10)***

When a Requisition is placed on Review and a note has been entered the initials of the user who entered the note are displayed in brackets along with the note. (In E10 these are integrated into the Memo section of the PO.)

#### ***An expense line docket print has been added (E7/E9/E10)***

When an Expense line exists on a Requisition a Print Expense button is displayed on the requisition header. This enables ARM users to print an Expense Docket immediately.

#### ***More options added to the ARM Notification Service (E7/E9/E10)***

A new tab, Overdue PO Receipt, has been added to enable the ARM administrator to configure what information will be added to the email alert/notification that is sent out, for example, Requisition number, Purchase Order number, and Due Date etcetera.

On the Settings tab individual days of the week are displayed.

### *Integration enhancement to get Warehouse updates faster (E9/E10)*

BPMs and BIL for Epicor 9 and Epicor 10 have been enhanced. Inventory Item changes are now integrated separately to Inventory Item Location changes. This is most applicable when new Locations are assigned to Inventory Items.

## 26 New Features and Enhancements in ARM 10.0 SP4

**Release Date: 12<sup>th</sup> June 2015**

### **Support for revision of requisition lines after submission (E7/9/10)**

This functionality enables the ARM user to edit (revise) a Requisition that has already entered the Approval Tree. Once the Requisition has been put into **Pending Revision** status lines can be added, updated, replaced or deleted by the User who has the permission **Can Revise Requisitions**. When all Revisions are complete the user selects the Resubmit button and the Requisition is re-submitted for Approval.

### **Support for up to 20 GL Account segments (E9/10)**

Up to 20 GL Segments are supported in ARM if the Chart of Accounts in Epicor has been configured to have up to twenty segments. The ARM GL structure is integrated directly from Epicor.

### **Support for scanned signatory images (E7/9/10)**

The Purchase Order report has been extended to include the signatory image of the ARM user who authorised the Pro-Forma Order conversion to Purchase Order. This is to ensure that an authorised signatory is on the Purchase Order document when it is supplied to the Supplier/Vendor. Individual **Signature Files** can be uploaded for each user via the User Details page.

### **Support for Inventory Expense (E7/9/10)**

The ARM Transfer module has been enhanced to support Inventory Adjustments. A new Line Type called **Expense** has been introduced to achieve this. When this line type is selected at Requisition creation time the **To** and **From** locations will be the same.

To ensure that the Inventory is automatically expensed the **Expense all Receipts** setting must be configured at the Location level.

## PO Receipt numbers are generated automatically (E9/10)

When E9/E10 is the BackOffice system the receipt numbers are now automatically generated with a **suffix** of -1, -2 and so on. This suffix caters for the scenario where more than one shipment/receipt is required.

A **Prefix** can also be configured for the Receipt Number via a new Setting, **Auto PO Receipt Prefix**.

Note: PO Receipt number functionality is not available when the BackOffice system is Epicor 7.

## General enhancements (E7/9/10)

### *Vendor (Supplier) Contact Phone numbers integrated to ARM*

The phone number will be displayed in the Vendor Search pop-up screen in ARM.

### *Ability to delete un-submitted Requisitions in bulk*

A new permission called **Quick Delete** has been added. If the logged-on user has this permission then a column titled **D** is displayed on the Requisition Search screen. Ticking this checkbox in this column for one or more requisitions, and then clicking Apply or OK enables the user to delete all the unwanted requisitions at once. The checkbox is only displayed for Requisitions that have been Saved but not Submitted.

## 27 New Features and Enhancements in ARM 10.0 SP3

**Release Date: 25<sup>th</sup> Feb 2015**

### Vendor Group Integration (E7/9/10)

This functionality enables the ARM Administrator to control which Vendors the ARM users can access when creating requisitions, by restricting access to Vendor Groups.

To enable the functionality the following enhancements have been made to ARM:

- A new Vendor Group job has been added to ARM Integration Manager. This job will integrate the Vendor Groups from Epicor 9/10 (Supplier Groups).
- A Vendor Group maintenance page has been added to the ARM UI. This page enables the ARM Administrator to set defaults for Vendor Groups, such as a Default Category, Default Tax Code and Active/Inactive setting.
- On the User Details page a new setting has been added to the User Information section, a checkbox labelled *Access All Vendor Groups*. If this checkbox is ticked then this user can access all vendors when creating requisitions. If the checkbox is unticked then a list of Vendor Groups that this user can have access to can be specified.
- The Vendor Search page has an additional search field labelled *Group Code*.

### Functionality to Review Requisitions (E7/9/10)

This functionality enables ARM Approvers to withdraw selected Requisitions from the Approval process until satisfactory updates or queries about the requisition have been resolved. The process for reviewing requisitions could typically be: a requisition is created and submitted for Approval, the Approver has a question about the requisition. With the new functionality the approver can click the Review button on the header of the requisition, add notes/queries to the Requisition and save it, the requisition status is set to Pending Review, and an email is generated and sent to the user selected on the Review page. The Reviewer user then answers the query and sets the Requisition for further review if necessary, if no further review is required then the status of the requisition is returned to Pending Approval and the Approval process proceeds as before.

To enable this functionality the following enhancements have been added to ARM:

- A new Permission, Can Review Requisitions, has been added to the list on the Role Details page. Tick this checkbox for any Role where you think a user would be required to review requisitions. It is envisaged that this would be Requisition Creators and Approvers.
- A Review button has been added to the Requisition header. This button will be displayed if the logged on user has permission to Review requisitions.

- On E9/10 the Internal and External notes sections have been moved from the header section of the requisition to their own page and now incorporate the addition of review notes and actions.
- On E9/10 the Requisition Notes page is available via the Notes button on the requisition header, this page will also display requisition review sections if the logged on user has the Can Review Requisitions permission.
- On E7 backend the Review page is accessed via the Review button in the header section.
- On the Home page a link to search for requisitions that require review has been added, *Requisitions pending your review*.

### Ability to record Payment References on Transactions (E7/9/10)

This functionality has been added to facilitate pre-paid transactions via ARM/Epicor. Some ARM users contact Vendors directly when they are creating a Requisition and payment is made before goods are received. These ARM Users require a method of recording data about these pre-payments. To enable this an Accounts Payable payment method and a reference number can now be recorded against ARM transactions. This data is stored in a database used by ARM and can be retrieved using an Epicor 9/10 BAQ. When the Pro-Forma orders are combined they will be separated out by AP Payment Method type in addition to the current PFO combining setting.

To implement this functionality the following enhancements to ARM have been actioned:

1. On E9/10 a new ARM Integration Manager job has been added, *PaymentMethod*, to integrate Epicor AP payment methods into ARM. On E7 the AP Payment Methods are directly displayed from E7 in ARM. Please note that on E7 the ARM AP Payment Method data is not integrated into E7 and therefore cannot be queried from there. It is visible in ARM on Requisitions and Pro-Forma Orders only.
2. An AP Payment Method maintenance page has been added to the ARM UI which enables users to specify which Payment Methods will require a mandatory reference field to be completed during the processing of a Requisition. This is accessed via the *AP Payments* button.
3. Two new settings have been added for the Payment Reference functionality: *Enable AP Payment Method* and *Payment Reference Validation*. The Payment Reference Validation can be set to, On Submit, On First Approval, On Final Approval, or On Purchase Order Creation.
4. The *User Profile* page has a Payment Reference section which allows the Administrator to specify a list of payment references which will be displayed for the ARM User to select from if that user is required to add an AP Payment Method and/or payment method reference to requisitions.
5. Three new fields have been added to the Requisition and Pro-Forma Order pages at the header level:
  - Prepaid: a checkbox used to indicate whether the requisition lines have been pre-paid. If ticked the Payment Type field becomes enabled.

- Payment Type: A drop down list of AP Payment Methods that the logged on user has access to.
- Payment Reference: If any Payment References have been added to the logged on user's profile page they will be displayed here in a drop down list, otherwise the field is free text.

## Ad-hoc Vendors (E7/E9/E10)

ARM has been enhanced to allow for One-Time or Ad-Hoc vendors to be added. In this version of ARM, Vendors can be marked as One Time Vendors and the one time vendor data entered on the Requisition is integrated to **Epicor 9/10** and displayed in the Name and Address fields on the E9/10 Purchase Order. In addition this one time vendor data is stored in E9/10 as a new **Purchase Point** on that **Supplier record** in Epicor AP. This has been done to support payment of Ad-hoc suppliers with payment options other than cheque and without the need to create and maintain an AP Master record in Epicor 9/10 for each Ad-hoc Supplier.

When E7 is the backend the One Time Vendor functionality is different. In E7 there is a separate AP Vendor record named ONETIME and this is the Vendor that should be selected in ARM if you want to use an Ad-hoc Vendor for the current Requisition. When the PO is created in E7 the one time vendor data is displayed in the **Name** and **Address** fields on the **E7 Purchase Order**.

On all backend systems, Epicor 7/9/10, the One Time Vendor data entered on a Requisition line is stored in the ARM database in the RequisitionPurchaseLine table.

To implement this functionality the following enhancements have been actioned:

- On the Vendor Maintenance page a new checkbox labelled *One Time* has been added to the Vendor record. When E9/10 is the backend the ARM can Tick or Untick this checkbox. When E7 is the backend this checkbox is disabled because E7 already caters for One Time Vendors as described above, i.e. it has a specific AP Vendor record already created for this purpose.
- When this vendor is subsequently added to a Requisition additional fields are displayed on the Requisition Purchase Line page to allow the requisitioner to add *Name and Address* details for this One-Time Vendor.
- ARM Integration Manager (for Epicor 9/10) has been enhanced to integrate the details of the One-Time Vendor as a Purchase Point to the Supplier record in Epicor 9/10 and put the Name and Address fields on the Purchase Order Header in Epicor. However, please note that this is where integration with Epicor 9/10 stops. If your business requires the OneTime / Adhoc vendor details to be displayed on other documents within Epicor please discuss this with your Precise Consultant.

## Global Templates (E7/9/10)

The ARM Templates functionality has been enhanced to include Global Templates. If a Template is marked as a Global Template then it will be viewable by all users regardless of their location restrictions. If the user decides to use the Global Template their location access restrictions will be applied to the resulting Requisition so that they will still only be able to create Requisitions for their own specific locations.

- A checkbox labelled Global Template has been added to the Template header.
- Two new permissions have been added, *Create Global Templates* and *View Global Templates*.

## Overdue Purchase Orders

ARM has been enhanced to monitor overdue Purchase Orders.

### ***Mandatory Purchase Due Date and Email Alert for Overdue POs (E7/9/10)***

A mandatory Due Date field for Requisitions has been implemented so that deliveries can be monitored and actioned upon if the due date is not met.

- Global setting *Due Date Required* has been added and can be set to either Yes or No. If it is set to Yes then the Due Date field on a Requisition will be mandatory and will default to blank. If it is set to No the Due Date field will still be displayed but will default to the current date and will not be mandatory, i.e. the user can clear it.
- The PO line Due Date is monitored by the PBS ARM Notification service, if the option **Notify Req Owner when PO Receipt is Overdue**, has been ticked, and, if overdue, the requisition is traced back to the Requisition Creator and an email alert is sent. The email alert will consolidate all relevant overdue records for that Requisition creator.
- **Note:** To take advantage of this feature the PBS ARM Notification Service must be installed and configured and the appropriate ARM mail settings configured, **Auto Email From Email Address**, and **SMTP Server**.

### ***Overdue Reasons (E9/10)***

An Overdue Reason list has been added to ARM and can be created/maintained via the new Value Lists button in the Administration section of the Home page. The Overdue Reason list is displayed as a drop-down selection on the PO Receiving page in the PO Header section. The Overdue Reason list is also available at a line level so that if a line is received bit by bit different reasons can be selected each time a receipt is posted. The Overdue Reasons for every receipt are saved to the database so that they can be used for reporting purposes by external Epicor BAQs.



- New button *Value Lists* is displayed in the Administration section of the Home page. This button opens the Value List Maintenance page. Available lists are displayed in the List Name drop down. Select the list, then add/edit items to it. Currently, only the Overdue Reasons list is displayed.
- New field on overdue Purchase Orders, *Overdue Reason*. This drop-down list contains items that have been added to the Overdue Reasons list on the Value List Maintenance page.
- The Overdue Reason field is also available at the line level on overdue POs.

## General enhancements (E7/9/10)

### *Creation of the Purchase Order Expense Account*

Also known as GL Defaulting by Vendor. The Setting *GL Account Mask Sequence* has been extended to include Vendors. If purchases from a specific Vendor should be expensed from a specific GL Account, then the Vendor mask should be configured as the first preference on this setting.

### *Can Receive Own Purchase Orders link*

A new permission and associated Home page link *Purchase Orders raised by you are waiting to be received*, has been created. When a user clicks on this link the Receiving Purchase Order Search page is displayed with a new field *Buyer/Requisitioner* pre-populated and read only. The search results will return only Purchase Orders where the Requisitioner was the currently logged on user (which will be the same user whose name is displayed in the Buyer/Requisitioner field).

### *User Level Email Alert Configuration*

A new permission has been added titled *Can Receive Email Notifications*. This permission has been added so that not all users have to receive email notifications even if the global email settings are switched on in Settings > Email Requisition Creator Status Update, Email Requisition Creator on PFO updates etc.

### *Internal and External Notes*

These fields have a new location when Epicor 9/10 is the backend. They are both accessed via the Notes button on the right hand side of the Requisition header. The Notes are accessible once the Requisition has been saved.

### *Tax on Copied Requisitions*

The tax on copied Requisitions is now the same as on the original Requisition.

### *PO search by Buyer/Requisitioner partial name enabled*

ARM users can search on the Buyer/Requisitioner field by entering a partial name followed by a percentage sign.

### *Approver Names displayed instead of User Ids in Approval Tree*

## 28 New Features and Enhancements in ARM 10.0 SP2

**Release Date: 3<sup>rd</sup> Sep 2014**

### Licensing

#### *New Module – External Integration Suite*

The External Integration Suite includes support for **Punch-Out** websites and **Bulk Import** of data for Requisitions.

##### Punch-Outs

The purchaser can 'punch-out' from ARM temporarily to a supplier's website/online catalog to select item for requisitioning. The selected item(s) are then integrated back into the ARM Requisition and normal ARM processing of the Requisition continues normally. This functionality was first introduced in ARM 10.0 SP1 and is included here for the purposes of explaining the new licensing structure.

##### Bulk Imports

Importing bulk data is useful for organisations where Requisitions may consist of hundreds of lines for large projects. Similarly, when the resulting Purchase Orders are received the data entry will be made up of many lines of data. The ability to import many requisition lines or purchase order receipt lines at the click of a button is an enhancement that has been requested by many ARM users. This functionality is also available for Transfer Order Shipping.

Requisitions – most data for a complete requisition to a location can be imported (from a .csv file).

Purchase Order Receiving Import – the import data (.csv file), consists of the part number and the quantity to be received. The import button is available on any purchase order that has open lines, via either the POs or Receiving menu items/buttons.

Transfer Order Shipping Import – similar to the Purchase Order receiving import, the import file (.csv file), should be made up of a series lines of part number/barcode and the number of items to be shipped separated by a comma. The Import button for Transfers is displayed on any open Transfers.

### User Delegation Enhancement

A checkbox has been added to Grant Location Access for the person being delegated to. This means that when an Approver is delegated to approve another users approvals for a period of time that Approver will also be able to access the locations of the other person.

## On Hold implemented for Requisitions

After a Requisition has been submitted the current or a future approver now has the ability to put the Requisition on hold. A reason for the on hold status can be entered into a pop-up text box, similar to the rejection text box. These Requisitions will also be removed from the Notification Service (if enabled).

When an On Hold Requisition is loaded a red line is displayed above the requisition lines with the hint indicating the reason for this status. At this stage the Hold button is renamed to Release and clicking Release re-enables the Approve/Reject buttons.

## Auto Approve checkbox added to Approval Details

If this checkbox is ticked any requisitions for this approver will be automatically approved and forwarded to the next approver in the approval tree if one exists. This checkbox will only be displayed if more than one Approval Trees are enabled and if so it will be displayed on the Primary Approval Tree. This Approver will be removed from the Notification Service (if enabled).

## GL Reference code validation added for Epicor 7

GL Reference code validation was implemented when ARM became compatible with Epicor 9. This same validation is now available where Epicor 7 is the BackOffice application. Integrated from **Epicor 7 > General Ledger > Maintenance > System > Account Reference**.

## PDF report views enabled

Users of ARM 10.0 SP2 have the option of using a PDF view (Portable Document Format) for viewing reports. New options have been added to Report Settings Maintenance where the user must specify the path of the print view export directory, **PDF Print View Export Directory**, and then for each report to be viewed in this way the full path and name of the crystal report file that is to be used for generating the PDF Print View. Also, Adobe Reader must be installed to read PDF views.

## 29 New Features and Enhancements in ARM 10.0 SP1

**Release Date: 11<sup>th</sup> June 2014**

### Support for Punch-Out websites

This functionality enables ARM users to access a Punch-Out enabled supplier's website, be automatically logged in, search the catalog, add items to the cart, and return items in the cart as a requisition line in ARM. After configuration for Punch-Out the ARM requisition creator can click on a Punch-Out button on the Requisition creation page which allows the ARM user to select from a list of Supplier's websites. Selecting any one of the listed supplier's websites will launch the selected website within ARM with the current ARM user automatically logged in to the supplier's website. The ARM user selects the items they require on the website, adds them to the website shopping cart and finalizes the order according to the instructions on that particular supplier's website. Finalizing the order instructs ARM to capture the details from the shopping cart and add those details to the ARM Requisition. The details captured from the supplier website are displayed as a requisition line in ARM and the supplier's website is closed. From here on the ARM requisitioning process remains the same. Using Punch-Outs enables ARM to have current information, real time pricing and current availability of products.

### Roll-up Budget

ARM now supports the rollup of budgets on one or more GL Accounts. Budgets can be set on various GL Accounts in Epicor and a GL Mask applied to these accounts in ARM instructing ARM to rollup (sum up), requisition amounts applied to these specific GL Accounts and use the rolled up figure to calculate whether the Budget has been exceeded. A new screen titled GL Budget Maintenance has been added with a link button on the Home screen. This screen is used to enable Budget Checking, select a Budget to check against, and optionally add a GL Account Mask to use as a Rollup budget. For example: if you had a budget set on GL Accounts 1215-00-00 @ \$2400 and 1215-01-20 @ \$840 for the period and you had the GL Account Rollup Mask set to 1215-\_\_-\_\_, the total budget any requisitions to these accounts would be calculated against would be \$2400 + \$800 = \$3240 and this is the figure that will be displayed as the Rolled Up Budget in ARM.

### Support for Ability to Approve over Budget

ARM 10.0 SP1 can be configured to allow a final approver the ability to approve Requisitions that are over the budget limit for that GL Account. Existing product approval workflows can co-exist and still be applied to approvals. For example, if an Approver's limit is set to \$2000, the Budget for the GL Account being used on the requisition is set to \$4000, and the Requisition that requires approval is for the amount of \$5000 then this requisition will be passed up the approval tree until an

Approver can be found who has the authority to approve this amount of money, \$5000, and now, in addition, an Approver who has the authority to approve 'over the Budget' that has been set on this GL Account. The ability to Approve over Budget is set when adding approval nodes to the Approval Tree. Please Note: The setting *GL Budget Checking* must be set to Enabled for this checkbox to be visible on the Approval nodes

## Bulk Import functionality for Requisition lines

A template file is provided within ARM to facilitate the import of Requisition lines. These can be for either Purchase Orders or Transfers, the line type is specified in the import file. The Import file is .csv (comma separated values) compatible.

## More options for Default Line Type

A new setting has been added **Default Line Type From** to give users more flexibility when creating requisitions. This setting allows the user to select from: Location, Item Quantity Bearing Flag, or Item Non-Stock Flag. The default is Location. If the default is used then ARM will behave as previously and take the line type from the Location, either Purchase or Transfer.

If **Item Quantity Bearing Flag** is selected then the line type will default to either Purchase or Transfer according to this flag on the item. If Quantity Bearing is true for this item the line type will default to Transfer, because ARM assumes that the item is in stock and can be transferred from another location. If the Quantity Bearing flag is false the line type will become Purchase.

If the **Item Non-Stock flag** is selected the line type will default according to this flag. If the Non-Stock flag is true the line type will become Purchase because ARM assumes that this item is never in stock and will need to be purchased each time it is requisitioned. If the **Non Stock flag** is false ARM will assume the item is in stock and so the line type will become Transfer.

## General Enhancements

### Settings

**Default Non-Cat Part No** – allows the user to add a default entry for the Part No field when a non-cat item is added to a requisition.

## 30 New Features and Enhancements in ARM 10

**Release Date: 26<sup>th</sup> May 2014**

### Compatibility Enhancements

#### *Support for Epicor 10 Compatibility*

Arm 10 is now compatible with Epicor 10.0.600.3

#### *Compatible with Internet Explorer 11 browser*

ARM 10 is now compatible with the Microsoft browser Internet Explorer 11

### Multi-Company support

#### *Multi-Company support for both Epicor 9 and Epicor 10*

ARM 10, with either Epicor 9 or Epicor 10 backend can now support multi-company requisitions. The back office integration layer, BIL, is configured at installation to integrate the multi-company settings that are already specified in Epicor. ARM 10 then utilizes these settings when creating purchase orders. Requisitions can then be created in ARM 10 for any company that has been configured in BIL, either as the base company or as an additional company. This functionality is useful when an organization has many companies but a small purchasing department located at one company headquarters. Users are not restricted to any company so the purchase approval process can be configured so that Approvers working in any of the companies can be incorporated.

### General Enhancements

#### *ARM Notification Service added*

This functionality enhances the existing email notification by sending Alerting emails to approvers if there are outstanding approvals required. The service can be configured to send these alerts at specified intervals for either regular or urgent Requisitions and can send these Alerts to the active approver, the next approver, or a group of approvers.

#### *Icon to indicate attachments*

A paperclip icon has been added to the interface to indicate that a requisition, pro-forma order or purchase order has documents / files attached to it.

## 31 New Features and Enhancements in ARM 9.1 SP8

### General Enhancements

Purchase Order comments and notes are integrated into Epicor 9 as a Memo on the Epicor Purchase Order. The ARM Purchase Order External Note will be integrated into the Epicor Purchase Order Entry, Header, and Comments tab. The ARM Purchase Order Internal Note will be integrated into the Epicor 9 Purchase Order, Memo. The ARM Line note will be integrated into the Epicor 9 Purchase Order Entry, Line, Comments tab and notes on lines will be concatenated if there is more than one.

Transfer Order comments and notes are integrated into Epicor 9 Transfer Order Entry. The ARM Transfer Order External Note will be integrated into the Epicor Transfer Order Entry, Picking Comments tab. The ARM Internal Note will be integrated into the Memo on the Epicor Transfer Order Entry. The ARM Line note will be integrated into the Epicor Transfer Order Entry, Shipping Comments tab and will be concatenated if there is more than one.

Non-Inventory Parts added to the Catalogue via ARM are prevented from having the same Part Number or Vendor Part Number as an existing Catalogue item.



## 32 New Features and Enhancements in ARM 9.1 SP7

### General Enhancements

Compatible with IE 10.

Export Lines Function added to Purchase Order and Transfer Order.

Vendor SKU field name changed to Vendor Part Number.

### Transfer process enhancements

The Transfer Request *Pick Pack Slip* has been modified to only show Transfer Request lines with Stock on Hand at the Source Location and for each line to show the *Stock On Hand* and *Quantity On Order* at the Source.

Transfers have been given two new Statuses:

- *New: Open* and
- *New: Printed* Status. A Transfer has status of *New: Open* until the Transfer Pick Pack Slip has been printed. It subsequently has status of *New: Printed*.

A new transfer document, *Receipt Docket* (for transfer orders), has been added. The Receipt Docket is automatically generated when a full or partial receipt of a Transfer is completed. If any of the items being received are on an open Purchase Order the relevant lines are marked as *Item should be cross docked*. A signature section has been added to this document also.

### Requisition process enhancements

Purchase Order *Created By* Logic has been updated to reflect the last user whose action results in the PO being created in Epicor.

A Purchase Order hyperlink has been added to the PO Created email notification.

A new button on Requisition page, labeled *Requisition Tracker* will display hyperlinks to any Pro Forma Orders, Pro Forma Transfer Orders, Purchase Orders or Transfer Orders created as a result of the Requisition.

New Statuses for Requisitions:

- *Received* and
- *Ordered*

When all lines originating from a requisition have been received and are closed (including if they have been received short), the status of a requisition will be updated to *Received*.

If a requisition is only partially received, its status will not be updated. The existing Complete status will be updated to *Ordered* to represent that all lines from this requisition have made their way onto either a Purchase Order or Transfer Order.

A new document associated with POs that are for transfers has been created. The new *Receipt Docket* (for purchase orders) is designed to be printed off automatically to an assigned printer when items related to Open Transfer Orders have been received via a Purchase Order. As with the transfer order Receipt Docket items will be marked as Cross Docked when applicable.

## New Permissions

New Permission added for users to peruse Purchase Orders in read only view. This will enable users who are not Purchase Order Creators or Receivers to view the details of all purchase orders.

## New Settings

*Default Receiving Quantity*, options are *Default to remaining Quantity* or *Default to Zero*.

*Show Vendor Description* specifies the default value for showing the Vendor description across the application.

*Show Destination Stock* specifies the default value for showing the Destination Stock column on Documents.

*Show Source Stock* specifies the default value for showing the Source Stock column on Documents.

(*Show Destination Stock* and *Show Source Stock* settings are a split of the *Show In Stock* setting from ARM 9.1 SP6. Splitting this setting further enhances the information that can be displayed on the various ARM documents.)

*Auto Print related Picking Slips on TFO Receipt* specifies whether to automatically print the Pick Slip Report for each open transfer order that has a part that was received in a Transfer Order.

## 33 New Features and Enhancements in ARM 9.1 SP6

### **New Approval Maintenance Search screen**

For larger requisition creator user communities Approval trees can consist of multiple levels. Therefore, creating and, to an extent, maintaining them can be a somewhat time-consuming task. The new Approval Maintenance screen implements a method by which the initial Approval trees can be uploaded via a script or similar process to quickly facilitate their creation, and a simplified user interface for making commonly encountered changes to an Approval Tree.

### **Approval Changes captured to an Audit Table**

A new Audit table has been added that will facilitate the production of an audit report. A dataset view has been created to support the creation of BAQs in Epicor 9. The BAQs can now be used as the basis of Epicor 9 Dashboards or BAQ Reports.

### **Transfers process enhancements**

#### ***Source and Destination In-Stock***

When Requisition lines are defaulted to Transfer, the data displayed for Catalogue items can be configured to include Source and Destination Stock making more information available to the Requisitioner.

#### ***Default Supply Location***

A default supply location can be added to each location in ARM via Location Details. This function defaults the selection of a source destination when a Transfer is created in ARM.

#### ***Show In-Stock setting***

This setting simplifies the Transfer order process by showing stock levels at both the Source and Destination locations.

### **Requisitions made easier**

#### ***New settings to display GL Account information on Requisitions***

Users can switch column display for GL Account information on or off for Requisitions.

### ***GL Reference codes can now be set on all Requisition Lines***

A new button has been added to the Requisition header section to make the setting of GL Reference codes much simpler by amending all lines in a Requisition at one time. The validation of the GL Reference code for each line is carried out automatically.

### ***Requisition line information enhanced to show Extended Cost***

ARM can now be configured to show the extended cost on each line of a requisition. The extended cost is the Quantity times the Price of the item.

## **Other enhancements**

### ***Export Function added to Requisitions, PFOs, POs, and Transfers***

Users can now export lists of the search results from each of these pages. The export file will contain the field headings from the screen and all the records the search retrieved. The exported file will either be MS Excel format or if that is not installed then a .csv file will be created which can subsequently be opened in MS Excel. The ARM Path setting needs to be populated if the Export function is to be used. The ARM Path settings requires the full file system path on the Web Site directory for the ARM web site.

### ***Enhanced integration for Purchase Orders and Transfer Orders***

When Purchase Orders are integrated a cross reference will be provided on the purchase order in both ARM and Epicor making it easier to match them up.

When Transfer Orders are integrated a cross reference will be provided on the Transfer Order in both ARM and Epicor making it easier to match them up.

### ***Enhanced Catalogue searching***

Users of ARM can now search all Inventory and Non Inventory items at all locations if given the required permission. However Users will still need appropriate permissions to add items to Requisitions or Transfers.

### ***PFO Combining enhanced***

PFO Combining setting enhanced to include a 'Do Not Combine' option.

### ***Enhanced import functions***

Import function for Locations has been enhanced to include Default Line Type, GL Account Masks and filtering by Category codes.

Import function for Category codes has been enhanced to include GL Account Masks and Category Group.

***Enhanced detail in email notifications***

When a requisition is Approved/Rejected, an e-mail is sent to the requisitioner detailing the Requisition number, Line number, line description, part number and rejection reason (if applicable). The email also includes a link to the Requisition.

Similar detail inclusive of hyperlinks is emailed for Purchase Orders that have been created from Pro-forma Orders.

***Support for Multiple UOM Classes in ARM***

All UOM Classes will now be integrated from Epicor.

## 34 New Features and Enhancements in ARM 9.1 SP5

### Support for multiple instances of ARM IM

ARM Integration Manager can now use multiple instances of BIL9 service. This will enable ARM Integration Manager jobs to run in different instances of BIL9 and will speed up processing.

### Easier to configure Email Settings

Email settings are now configured at installation making it more convenient to switch email notifications on and off in the various settings.

### Support for transaction handling in Epicor 9 Inventory Adjustments

Duplicate adjustments can now be avoided. ARM IM automatically checks for duplicate references on Inventory Adjustments.

### Enhancement to support a Full Synchronization of all jobs in Integration Manager

All data between Epicor 9 and ARM 9 can now be synchronized using one command in the ARM Integration Manager.

### Support for Epicor's negative stock settings when processing Transfers

When Epicor has the Negative Quantity Action = Stop on a Part Class transfers in ARM for parts/catalogue items belonging to that Part Class will not now be processed and the user will be informed of the reason.

### Support for Inventory Account Integration on Epicor Parts

A new Business Activity Query titled GetEntityGLC.baq configured with installation of BIL 9 ensures that any subsequent changes to the inventory account on the Part Class GL Control are now integrated into ARM automatically.

### Permission added to control the setting of Vendors on Requisitions

Administrators can now restrict access to the setting of vendors/suppliers on Requisitions. Permission **Edit Requisition Vendor** has been added to restrict access to the new button **Set Vendor**. If the role assigned to the Requisition creator does not have the Edit Requisition Vendor

permission then the Requisition creator will only be able to use vendors already assigned to the catalogue item/part. The Set Vendor button will not be displayed on the Requisition page.

When the permission is granted to a user/requisition creator the **Set Vendor** button is available on the Requisition screen. Clicking the Set Vendor button enables the user to select a Vendor from the list of all available vendors. The Vendor selected here will be applied to all lines in the current Requisition.

## Access to Set Location button restricted using existing Setting Line Level Locations

An enhancement has been made in ARM 9.1 SP5 to tie the display of the Set Location button to the Setting **Line Level Locations**. When Line Level Locations setting is Disabled the Set Location button will not be displayed. When the Set Location button is displayed the functionality enables the user to set the location for all lines in the requisition to be the same as the location on the header of the requisition.

## Enhancement to Part number field for Non-Catalogue items

When creating a Requisition for a Non-Catalogue item the user can now enter a part number and the ARM system recognizes that this is still a non-catalogue item. Use of the Part Number field on Non-Catalogue items enables another method of reconciling received shipments.

## Delivery Docket Report added

Additional details for reconciling items received at the location and time of receipt. The button is displayed on the Purchase Order receiving screen accessed via Receiving from the left hand menu. This report shows different details to the Purchase Order Report, namely the Receiving Location Code and Receiving Location Name in the header. In the details section each line has the Part Number, Part Description and Requisition Creator Name. This report makes it easier to identify and contact the Requisition Creator about any discrepancies.

## Enhancement to the Picking Slip report

This enhancement prints the Bin Number on the Picking Slip report making it easier to locate the item at the time of packing. The Picking Slip report is available on the Transfer screen.

## Vendor SKU field has been updated

This field is displayed on the Requisition and Pro-Forma Order screens. The field label has been updated to **Vendor Part Number**.

## Requisition Due Date field defaults to today's date plus fourteen days

This is a requested enhancement to the requisition header. This can be overwritten.

## Enhancement enables users to set the GL account code for the Requisition

A new button **Set GL Account** is displayed on the Requisition screen. This button enables the user to select one GL Account code that will be applied to all lines on the requisition. This can still be overwritten for individual lines. This functionality makes it simpler to ensure that all lines for a requisition go to the same GL Account Code if that is the requirement in the organization.

## Enhancement to create journals automatically if direct posting configured in Epicor 7

This enhancement means that ARM will automatically create journals for transfer shipments, transfer receipts, and inventory adjustments when the GL Posting Method is set to Direct in Epicor 7.

## New Troubleshooting section in the ARM Installation Guide

A list of the more common errors encountered during the operation of ARM.



## 35 New Features and Enhancements in ARM 9.1 SP4

### **ARM attachments now supports users not on the LAN**

Many customers use ARM over the web or via a secure WAN or secure LAN so the attachment feature in ARM has been changed so that it now supports the streaming of the attachment file up to the server over HTTP.

### **Expense on Receipt now available when Epicor 7 is the BackOffice System**

This is now supported when Epicor 7 is the BackOffice system. Previously this was only available for Epicor 9. Please see [Expense all Receipts](#) for Epicor 9 for a description of this feature.

### **Support for partial shipment of Transfer Orders**

This functionality takes advantage of the fact that Epicor 7.4 SP7 allows backorders for transfer orders, i.e. if a transfer request cannot be fulfilled Epicor 7.4 SP7 will create a backorder for the remaining items. ARM has been enhanced to support this functionality.

## 36 New Features and Enhancements in ARM 9.1 SP3

### Epicor 9.05.701 Certification

ARM has been enhanced to be compatible with Epicor 9.05.701

### Multiple Approvers per approval node implemented

ARM approvals process has been enhanced to enable users to add an Approval Group to each node in an approvals tree. Each ARM Approval node can be set up to have one or more approvers plus (optionally) one or more approver groups.

The requisition goes through each node, i.e. it must be approved at each stage to go to the next node.

The detailed Approval Maintenance screen has been updated so that the Approver field is now made up of a multi-line box.

- At least one Approver must be entered.
- When a requisition flows into this approval node, the approval node is complete when anyone listed as an approver (or someone they have delegated to) has approved the requisition (or line).
- In the approvals flow, each person listed in the Approvers list for the node will receive notification to approve the requisition at the same time - there is no order or hierarchy within the individual node. This will allow approvals process to be more efficient in the case of group approvals.

## 37 New Features and Enhancements in ARM 9.1 SP2

### Project and Job support in ARM (Epicor 9 only)

ARM Requisition lines can now be associated with Epicor 9 Jobs and their associated Materials and Operations. Subsequently, as requisitioned goods are received, the associated costs update E9 Project and Job costs as if the Receipts had been recorded directly within Epicor 9. New jobs have been added to the ARM Integration Manager to bring Project and Job/Materials/Operations data across from Epicor 9. Options have been added to the Requisition Details screen to select Jobs/Materials/Operations when creating the line.

### Enhanced Budget Checking

A Budget Summary is now displayed on the requisition line when a Budget configured in Epicor is configured for checking against in ARM. This feature allows a requisition line to be checked against a budget prior to committing to a vendor and therefore gives the user more control of their spending.

The summary displays the following details:

- Account Code
- Budget Amount
- Amount Used
- Amount Remaining
- This Requisition Amount
- Budget exceeded by Amount

## 38 New Features and Enhancements in ARM 9.1 SP1

### Expense all Receipts (Epicor 9 only)

When this Location Maintenance setting is enabled it facilitates the automatic 'issuing out from stock' of the received items at the destination location. It is useful for businesses like hospitals or aged care facilities where items are requisitioned, received, and immediately used (i.e. taken out of stock) by staff at the destination location. Prior to the implementation of this feature a stock adjustment had to be completed manually in Epicor to record this manual process. This new functionality handles the whole process automatically.

To use this feature a Quantity Adjustment Reason Code is added to the ARM setting of the same name. This reason code must match one configured in Epicor 9. Also the Expense all Receipts checkbox must be ticked for the destination location.

Two actions are completed when a Transfer Order is received at a location where Expense all Receipts checkbox is ticked:

1. The materials are issued at the receiving location (stock/quantity adjustment) and integrated into Epicor 9.
2. The necessary GL Transactions are completed and integrated also.

### Auto Print new Transfer Orders

The ARM Application logic has been enhanced so that when the new setting 'Auto Print Picking Slip on new Transfer Order' is enabled the system can be configured to automatically print a Picking Slip for the order on a specified printer.

### Auto Print related Picking Slips on Purchase Order Receipt

When this new setting is enabled the ARM system runs a check when a user is receiving a Purchase Order to see whether there are any open Transfer Orders associated with this Purchase Order. If there are open Transfer Orders associated with this PO, then two actions happen:

1. A popup dialog informs the user 'Open Transfer Orders containing parts in this Purchase Order Receipt were identified. Related Transfer Orders will be automatically printed.'

And

2. A Print Request is sent to the ARM Print Server for each identified Transfer Order. This request will send the crystal report defined in the 'Auto Print Picking Slip Report' setting to the printer defined in the 'Auto Print Picking Slip Printer' setting. (If left blank the Print Server will use the default printer configured on the ARM Application Server for the user profile that the Print Service runs under.) Picking Slips for the open Transfer Orders will be

automatically printed on the specified printer. If a received purchase line has more than one related open Transfer Order, then **all** the related Transfer Orders will be printed.

### **Auto Receipt of Transfer Order on Shipping (Epicor 9 only)**

An SQL script can be run to enable this functionality. Currently this configuration lives in the e7Imitation database and needs to be edited via SQL. Example script is: update E7Config set Value='YES' where Name='INV\_XFER\_AUTO\_RCV'. When enabled the setting allows Transfer Orders to be automatically received. Further refinement of this feature may be done in future releases.

## 39 New Features and Enhancements in ARM 9.1.0

### Support for Bi-Directional PO and Transfer Integration

ARM 9.1.0 has been updated to support integration of Purchase Orders and Transfers that have been created in Epicor. Now, a PO or a Transfer that has been created in Epicor can be processed in ARM.

### Fast Requisition Creation

A new “Fast Requisition” feature has been introduced in ARM 9.1.0

Prior to ARM 9.1.0, when a Template was converted to a Requisition, each line would have the costs recalculated from the database, so the latest cost price data would be applied. For ARM clients with a large inventory database, this recalculation process can cause performance issues.

In ARM 9.1.0, the Fast Requisition allows a site to opt-in to create Fast Requisitions. A Fast Requisition will create a PO from a template *without* recalculating any pricing.

### Support for Epicor Multi Company

Although each 'company' will require a separate ARM website installed, ARM 9.1.0 will support an Epicor environment with Multiple Companies.

## 40 New Features and Enhancements in ARM 9.0.1

### Attachments

The attachment feature enables users to attach files to a Template, Requisition, Pro Forma Order, or Purchase Order. When a document is added as an attachment, it is saved to a central location on the user's network.

The new **Attachments** button appears on the right-hand side of the screen. When this button is clicked, the new **Attached Files List** page is displayed. It lists all files currently attached to the Requisition.

You can perform the following actions:

- Open an attachment
- Remove an attachment
- Attach a new file



**NOTE** Opening an attachment of a certain file type assumes that an appropriate application or viewer is installed for that file type. For example, to view PDF documents, the free Adobe Acrobat viewer is required.

The online Help describes the procedures to open, remove, or add an attachment. The Help system also provides background information and examples that describe how attachments flow through the different stages of the requisition process.

Some important attachment-related considerations which System Administrators should be aware of are highlighted below:

#### Settings

- When a file is added as an attachment, it is saved to a central location on the user's network. A related new setting has been added to the **Settings** page:
  - **Attachments Maximum File Size**

#### Permissions

- Two new permissions have been added, relating to attachments:
  - **View Attachments**
  - **Maintain Attachments**
- Users with the **View Attachments** permission can open and view attachments listed on the Attached Files List page. Users with the **Maintain Attachments** permission can add attachments to the **Attached Files List** page and remove attachments from the list.

### Attachment Process Flows

- It is important to note that attachments are stored against the **header** of the relevant Template, Requisition, Pro-Forma Order or Purchase Order. Attachments are **not stored against line items**. This means that the attachments on a given Requisition are relevant to all line items and all vendors associated with the line items on that Requisition. (Attachment process flows are described in detail in the online Help.)
- When an attachment is added retrospectively to a stage, the stages that follow are not updated.  
*Example:* A template has been used to create five Requisitions. If a new attachment is added to this template, the existing five Requisitions will not be updated to include the new attachment. Only new Requisitions created with this template will include the new attachment.

### Delivery Contact Information

In addition to the existing Delivery Address details, the requisition entry process has been enhanced with the addition of Delivery Contact information (Name, Phone Number and Email).

These new fields can be easily edited at requisition entry. However, to further streamline the process the Delivery Contact details can be configured to default to:

1. The current user's details; or
2. The default delivery contact details defined for the delivery location

Additional settings can be used to determine whether the Delivery Contact details should also be included on the resulting Purchase Order.

### Location/Category Code Filtering

In addition to the existing Delivery Address details, the requisition entry process has been enhanced with the addition of Delivery Contact information (Name, Phone Number and Email).

In many multi-location environments, it is important that the list of catalogue items available to requisition can be easily controlled and managed. This can be particularly useful for CAPEX items that (for example) may only be purchased via Head Office.

To simplify the configuration of which catalogue items are available or unavailable for a given location, ARM has been enhanced to allow filtering of available items based on Category Codes.

Filtering can be defined on a location-by-location basis. When enabled, filtering ensures that only those catalogue items under the specified category codes can be requisitioned.



## 41 New Features and Enhancements in ARM 9

ARM 9 introduced compatibility with E9. ARM 9.0.1 introduced the attachments feature and some client-specific modifications to database table handling. Additional enhancements are the addition of fields for delivery contact information, and the introduction of Location/Category Code filtering.

### Compatibility with E9

Precise ARM 9 introduces compatibility with Epicor 9 (E9), a major step forward in the product evolution of Precise ARM.



**IMPORTANT** In addition to E9, the BIL 9 (Backoffice Integration Layer) application must be installed before ARM can be installed in an E9 environment.



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